

**CONNECTICUT SWIMMING, INC.**  
**Board of Directors**  
**Saturday, September 29, 2012**  
**Milford Yacht Club, Milford, CT**  
**AGENDA**

*Vision Statement:* Connecticut Swimming...better life through swimming.

*Mission Statement:* Connecticut Swimming promotes the pursuit of excellence in swimming and in life through competition and education.

Call to Order/Roll Call

Approval of Agenda/Additions to Agenda

Announcements

Adoption of Minutes  
June 13, 2012 BOD Meeting

Old Business

New Business

- Conflict of Interest and Privacy
- Committee Chair reminders
- 2012-2013 Meeting Schedule
- USAS Convention updates and USA Swimming Legislative Changes
- Athlete Travel Assistance
- Coach Travel Assistance
- Coach Education Grants
- Swimmer of the Year
- Volunteer of the Year
- Swimming in College Seminar

Reports of Officers

- General Chair Report – Rick Lewis
- Administrative Vice-Chair – Jeff Gray
- Treasurer – Lauren Bullock
- Finance Vice-Chair – Todd Gordon
- Age Group Committee Chair – Dave Reilly
- Senior Committee Chair – Randy Erlenbach
- Program Development Vice-Chair – Jeff Scobee
- Program Operations Vice-Chair – Tak Takabayashi
- Technical Planning Committee Chair – Kaeley Steinnagel
- Coach Representatives – Matt Hurst/Mark Sedlak
- Athlete Representatives – Kaz Takabayashi/Ty Seymour/Jordan Berger/Coral McNary
- Coach-at-Large – George Bradner
- Safety Committee Chair – Ed Heath
- Officials Committee Chair – Ed Becker
- Registration/Membership Coordinator – Judy Snow

**Connecticut Swimming, Inc**  
**Board of Directors Meeting Minutes**  
**Wednesday June 13, 2012, 7:30pm**  
**Teleconference**  
**DRAFT**

**Call to Order/Roll Call:** Chris Hug Called the meeting to order at 7:30 pm

**Present:** Ed Becker, Hilary Berger, Jordan Berger, George Bradner, Ed Doernberger, Jeff Gray, Todd Gordon, Chris Hug, Rick Lewis, Dave Reilly, Mark Sedlak, Ty Seymour, Judy Snow, Kaeley Steinnagel, Tak Takabayashi

**Not Present:** Bill Ball, Molly Condon, Ed Heath, Lexie Koukos, Coral McNory, Kaz Takabayashi, Mary Wescott

**Also Present:** Lauren Bullock, Jeff Scobee, Nancy Wargo, Nan Cooper

**Agenda:** Chris adds a report on the Eastern Zone meeting. Todd Gordan adds an item on Long Course Venues and Violations. A motion is made and seconded to approve the agenda as amended to include the above items.

**Minutes:** Motion is made and seconded to approve the minutes from April 18<sup>th</sup> 2012. Motion passes.

**Announcements:** Chris is retiring from active involvement in swimming and is thankful for the last 11 years. He has seen progress and has made advances in CSI. He expressed that every good organization makes changes carefully and slowly as a result of caring. There is a wonderful energy from this board to see athletes have better opportunities to swim and to grow. He adds that the change to age groups is a positive change. He is pleased to see the controls in place to be financially viable and careful. There has been a change of mindset to look at the budget process and how we can help clubs to flourish where budget is a planning tool which is good trend. He added that Program Development has been taken to a new level under Jeff Gray's leadership. Chris makes a special thank you to Nan Cooper for the smooth running office that she runs with Ginger McCurdy. Chris thanks Judy Snow for her service and contributions.

**Old Business:** None

**New Business:**

**Olympic/Para Trials Coach Reimbursement**

A motion is made to support George Bradner's proposal to reimburse coaches who are bringing athletes to Olympic Trials and Para Trials up to a total of \$8500 for non-reimbursable expenses. Per Coach funding is limited to \$500 dollars per club per meet for unreimbursed expenses not covered by the club for a maximum line item of \$8500 for Para and Olympic trials. Motion is made and seconded and approved unanimously. Chris Hug abstained.

The discussion on this topic included:

\*George Bradner suggests increasing the maximum dollar amount from \$300 to \$500 for unreimbursed expenses for coaches which would cover expenses from this fiscal year and include Olympic Trial and Para Trials expenses.

\*This change would increase the budget from \$7500 to \$8500 in total that CSI would allocate to this and to move the budget per club from \$300 to \$500 for unreimbursed expenses. It is also pointed out that for this year, approving 8500 could possibly put us in the red at this time since this is not budgeted but rather is an extraordinary expense.

\*Jeff Gray mentions that we did a last minute responsive action years ago but it wasn't institutionalized into the budget process at that time (2010). There is a problem in approving funds off cycle not during the budget process. We try to be responsive but he wants to know where the people are to get on the phone during the budgeting process. We need to make it part of the budget process!

\* Additional Questions are asked.... What is an unreimbursed expense? Is it for coaches who are unreimbursed from all other sources. At this time we use the honor system. A problematic scenario is for example, "What if a club says we will reimburse a coach all costs minus 500.00 (problem)?" It is suggested that we can ask for receipts which can be part of the implementation. We need to build it in to Todd's work with the Treasurer to verify expenses and have people to turn in receipts and build a process to do so.

**OMNI Surcharge:** Tim Wise requests that the CSI Board of Directors waive the sanction fee of \$894.75, (15% of the visiting team's entry fees) because OMNI was financially harmed as a result of him running his annual meet on an alternate weekend. He claimed that his team forfeited 40-50% in revenues then he would normally take in for this meet due to the fact that he hosted it on an earlier weekend. The background of this discussion is that OMNI runs a meet each April at the same time and has become an important source of revenue for the program. CSI was asked by USA Swimming not to hold a meet that day, leading Tak Takabayashi to request Tim Wise not to bid on a meet for the weekend of April 21. A motion is made, seconded and approved to reimburse Tim Wise for the \$894.75 with the understanding that it is a unique situation and not to be made a precedent.

Passed

### **USAS Convention**

It was suggested that those interested in attending the Convention in Greensboro, NC on September 11 contact Nan. Board members are strongly encouraged to attend and are considered first. Non-Board members, Christine Pelham and Ellen Johnston, who frequently attend the convention have requested that CSI fund their participation for travel expenses. Chris points out that we send representatives to collect information and bring it back to the running and operation of CSI and was concerned that this return would not be there in this instance. It was suggested that they apply for a coach's educational grant to receive funding. Motion is made that the request from Christine Pelham and Ellen Johnston that CSI fund their participation for travel expenses for the USAS Convention is not granted this year. Jeff Gray makes the motion, Kaeley seconds it. Unanimously approved, Chris Hug abstained from vote.

**Ad Hoc Committee for Volunteer of the Year:** Chris requests that we have a member of Senior Committee, Age Group Committee or Technical Planning on this 3 person committee. Names of 2 people should be brought to the first board meeting. Kaeley Steinnagel and Dave Reilly volunteer.

**Eastern Zone Meeting:** Questions are raised about proper use of our LSC funds and questions why the Eastern Zone has so few controls. The amount of money that was needed to run the Eastern Zone meeting at the International Hall of Fame pool was \$3500 less than what they collected. It was retained by the International Hall of Fame because checks were made out to them rather than the Eastern Zone. The Eastern Zone board has promised to get more detail on that. Chris wants to send a letter on behalf of CSI that expresses that the funds paid far exceeds the expenses we used to be there. He wants to also send a letter to USA Swimming to take issue with this and to request that the \$3500 be put back into the zone budget. Rick Lewis and Ty Seymour share update.

### **Long Course Venues and Violations: Todd Gordon:**

**Violations: Todd Gordon** He questions the overall equity and availability to swimming at our LSC and questions whether it is fairly distributed and asks whether our policies with bidding, the structure and running of meets are what the policies says it should be. He observes that there is contention to enter meets and further that they are closing after 3 days of trying and asks why are teams in Connecticut shut out and out of town teams getting in? He is concerned that our clubs should follow our own policies and rules and claims that currently CSI policies have no teeth. He wants to levy financial sanctions on clubs who don't follow meet announcements. Jeff Gray points out that no one has ever filed a protest or complaint for being closed out of a meet, Tak reminds the board that similar complaints about any team in our LSC may be filed with the board of review. Tak Takabayashi is currently working to improve the situation. Further Todd Gordon's suggestions will be considered by Program Operations and/or Program Development to see if further proposals should be made. Nan will send the 2003 proposal that was defeated to Tak Takabayashi.

**Long Course Venues:** Kaeley has done much work on this in past and Program Development will continue to do so. Kaeley expressed that their focus has mostly been on Short Course and that Long Course does requires more attention with regards to finding more venues. East Hartford pool can now be rented by anyone for a meet.

Jeff Gray wants to see all of the above addressed in committee, not at board meeting.

### **Reports of Officers;**

General Chair Report – Chris Hug –none added

Administrative Vice Chair – Rick Lewis – none added

Treasurer: Mary Wescott - absent

Finance Vice-Chair – Todd Gordon –none added

Age Group Committee Chair: Dave Reilly- done with age group championships, passed to bring 2 heats of finals back to LC

Senior Committee Chair – Bill Ball -absent

Program Development Vice-Chair – Jeff Gray none added

Program Operations Vice Chair – Tak Takabayashi – mentions the Zone IMX meet

Technical Planning Committee Chair – Kaeley Steinnagel – none added

Coach Representatives: Matt Hurst/ Mark Sedlak –none added

Athlete Representatives – Kaz Takabayashi/Ty Seymour/Jordan Berger/Coral McNary - none added

Coach-at-Large – George Bradner none added

Safety Committee Chair – Ed Heath none added

Officials Committee Chair- Ed Becker none added

Registration/Membership Coordinator – Judy Snow none added

Meeting Adjourned at 10:00pm

Respectfully submitted,

Hilary Berger

**STATEMENT OF PRINCIPLES  
ETHICAL BEHAVIOR AND CONFLICT OF INTEREST**

Those who choose to serve USA Swimming/Connecticut Swimming Inc. (CSI), whether as volunteers or paid professionals, are held to a high standard of conduct. As guardians Olympic Ideals, they assume an obligation to subordinate individual interests to the interest of the Olympic Movement. What may be considered acceptable conduct in some businesses may be inappropriate in Olympic service.

Those who serve USA Swimming/CSI must do so without personal gain in order to avoid any institutional loss or embarrassment and to behave in such a way that the organization's trust and public confidence are enhanced. It is important to avoid any real conflict of interest.

While no set of guidelines can guarantee acceptable behavior, the principles that guide behavior in this area, are disclosure, non-participation in the decision making process where personal or family gain is a possibility, and a commitment to honor the confidentiality of organizational information. All conduct is founded on the individual's own sense of integrity. Any individual accepting the honor of serving USA Swimming/CSI must accept the burden of public disclosure and public scrutiny.

In our complex society, the intermix of volunteer work, business interest, governmental activity, and family relationships often creates potentially conflicting interests. What is required is disclosure of conflicting interests when they arise, and strict nonparticipation in any evaluation process relating to the matter in question.

The following guidelines are not a precise road map to acceptable conduct. They are signposts. Each individual must find his or her own way.

1. The business of USA Swimming/CSI is to be conducted in observance of both the spirit and letter of applicable federal and state laws.
2. USA Swimming/CSI properties, services, opportunities, authority and influence are not to be used for private benefit.
3. All individuals who participate with USA Swimming/CSI will disclose the nature and extent of an actual or potential conflict of interest when it occurs in the evaluation of an issue and will avoid evaluating or voting on the matter involved. This includes the award of contracts, the purchase of goods and services, the award of contracts for professional services, and the allocation of USA Swimming/CSI resources for individual use.
4. Gifts, cash, travel, hotel accommodations, entertainment, or favors are neither to be given nor received, except those of nominal value exchanged in the normal course of business. Gifts and favors of more than one hundred dollars (\$100) value should not ordinarily be accepted. If circumstances render it awkward to refuse such a gift, the donor should be thanked and told the gift is being accepted on behalf of and will be delivered to USA Swimming/CSI.
5. Expenses incurred in the furtherance of USA Swimming/CSI business are to be reasonable, necessary and substantiated.
6. All are expected to exhibit honesty, loyalty, candor, and professional competence in their relationships with USA Swimming/CSI and with each other.
7. Each individual has the responsibility to maintain the confidentiality of the organization. This includes both proprietary and sensitive information.

## ACKNOWLEDGEMENT OF RECEIPT AND UNDERSTANDING

I acknowledge receipt and understanding of USA Swimming/Connecticut Swimming's Statement of Principles on Ethical Behavior and Conflict of Interest and I pledge my full support of the spirit and the letter of the requirements contained therein.

Print Name

Committee

Signature

Date

Please return to:

Connecticut Swimming  
P.O. Box 88/45: /: 882

# CONNECTICUT SWIMMING

## **DRAFT Meeting Schedule**

September 2012 through July 2013

All meetings begin at 7:30 PM unless otherwise specified.

Subject to Change. Contact [office@ctswim.org](mailto:office@ctswim.org) for updates or teleconference information.

September	11-15	USAS Convention		Greensboro, NC
	29	Board of Directors	Sat	Milford
	29	Officials Clinic	Sat	Milford
October				
November	4	Awards Banquet	Sun	Southington
December	5	Board of Directors	Wed	Teleconference
January	9	Board of Directors	Wed	Teleconference
February				
April	3	Board of Directors	Wed	Orange
May	21	House of Delegates	Tue	Orange
June	12	Board of Directors	Wed	Orange

**USA SWIMMING**  
RULES & REGULATIONS COMMITTEE

**2012 LEGISLATION ADOPTED  
BY USA SWIMMING HOUSE OF DELEGATES**

*Prepared by Dan McAllen (Chair),*

*Julie Bare and Mickey Smythe (Secretaries)*

*September 15, 2012*

**USA SWIMMING**  
**RULES & REGULATIONS COMMITTEE**  
**ADOPTED AMENDMENTS TO RULES AND REGULATIONS**

R-1 **ADOPTED Effective January 1, 2013**

**Location:** Page 12 **Official Glossary**

**TIME TRIAL** – an event conducted within or independently of a meet where the swimmer races against the clock to establish an official time.

R-2 **ADOPTED Effective May 1, 2013**

**Location:** Page 22 **102.1 Events**

**102.1 Events** — Meets should be planned to terminate within a maximum period of eight (8) hours of competitive events for any group of swimmers in any one day and to provide adequate meal and rest breaks and properly supervised sheltered rest areas. Refer to 205.3.1 F for additional provisions.

.5 Time Trials – Time trial events may be held in conjunction with a sanctioned, approved, or observed competition if all information about the conduct of the time trials is included in the meet announcement as sanctioned or approved by the LSC. Time trials may be a separate event, sanctioned, approved, or observed in compliance with 202.1 through 202.5.

R-3 **ADOPTED Effective January 1, 2013**

**Location:** Page 59 **202.3 Conditions of Sanction** and  
Page 61 **202.4.14 Requirements for Approval**

**202.3. CONDITIONS OF SANCTION** — Any event for which a sanction is required according to 202.1 is subject to the following conditions:

.1-.3 *no changes*

.4 Meet Announcement

A – E *no changes*



F The meet announcement shall include the following statement: "Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is strongly discouraged." The host club and/or the LSC may change the last two words in this statement to "prohibited."

**202.4. REQUIREMENTS FOR APPROVAL** — Approval of competition may be issued, withheld or withdrawn by an LSC in accordance with the following regulations:

.1-.13 *no changes*

.14 Meet Announcement

A-C *no changes*

D The meet announcement shall include the following statement: "Except where venue facilities require otherwise, changing into or out of swimsuits other than in locker rooms or other designated areas is not appropriate and is



strongly discouraged." The host club and/or the LSC may change the last two words in this statement to "prohibited."

**R-4 ADOPTED Effective May 1, 2013**

**Location:** Page 29 **102.10 Officials**

**102.10 OFFICIALS**

- .1 All officials accepting an invitation to officiate at a swimming meet should arrive promptly and report immediately to the Meet Director or Meet Referee.
- .2 All officials acting in the capacity of Referee, Starter, Administrative Official, or Stroke and/or Turn Judge at a swimming meet shall be certified in such position by their LSC prior to being assigned to officiate in that capacity. Uncertified trainees may perform the duties of such positions when they are under the direct supervision of a certified official. See Article 202 for USA Swimming membership requirements.

**R-5 ADOPTED Effective September 1, 2013**

**Location:** Page 29 **102.10 Officials**

**102.10 OFFICIALS**

- .3 For all swimming meets or time trials except dual meets there should not be fewer than the following officiating positions filled or approved by the LSC in authority. Officials other than the Referee and Administrative Official may act in more than one officiating capacity only when sufficient qualified officials are not available, but no one may simultaneously time and judge the order of finish. An LSC House of Delegates may establish additional minimum requirements.

- 1 Referee
- 1 Starter
- 3 Timers per lane (one minimum if automatic equipment with touchpads is used)
- 1 Clerk of Course (if applicable)
- 1 Place Judge (2 are preferred)
- 2 Stroke Judges and 2 Turn Judges or 2 Stroke & Turn Judges
- Relay Take-off Judges (if applicable)
- 1 Administrative Official/Referee
- 1 Announcer
- Timing Equipment Operators (as needed) Marshal(s) (number determined by the LSC)

**R-7 ADOPTED Effective May 1, 2013**

**Location:** Page 34 **102.22 Disqualifications**

- .2 The Referee or designated official making a disqualification shall make every reasonable effort to seek out the swimmer or his/her coach and inform him/her as to the reason for the disqualification. Failure to notify does not negate the disqualification.

**R-8 ADOPTED Effective May 1, 2013**

**Location:** Page 46 **103.7 Water and Air Temperature**

**103.7 WATER AND AIR TEMPERATURE**

- .1 ~~AM~~ /LSC/ Water temperature between 25 to 28 degrees Celsius (77 to 82.4 degrees Fahrenheit) shall be maintained for competition.

- .2 Air temperature within 8 feet above deck level in indoor facilities shall be not lower than 76 degrees Fahrenheit, with relative humidity maintained at about 60% and air velocity at about 25 feet per minute.

**R-9 ADOPTED Effective January 1, 2013**

**Location:** Page 49 **104.2 USA Swimming Records**

**104.2 USA SWIMMING RECORDS**

**.1 General Requirements and Conditions for Records**

**G Record Attempts Against Time**

- (1) ~~Must be sanctioned by the LSC and conducted by the LSC Chairman or his/her duly appointed representative in accordance with all pertinent rules, and all information relative to such attempt must be public and available to any interested person for at least three (3) days before the event. Programs, schedules, facility and other relevant fixtures may not be changed thereafter except as provided in 102.7.~~
- (2) ~~All times achieved in such attempts shall be duly certified and made matter of record by the LSC or Record Chairman or his/her representative.~~
- (3) ~~Record attempts against time are not acceptable for NAG Recognition Times or Age Group Records.~~

**R-10 ADOPTED Effective May 1, 2013**

**Location:** Page 54 **105.3 Deaf and Hard of Hearing**  
Page 55 **105.5 Physical Disabilities**

**105.3 DEAF AND HARD OF HEARING**

- .1 Deaf and hard of hearing swimmers require a visual starting signal, i.e., a strobe light and/or Starter's arm signals. The Referee may reassign lanes within the swimmer's heat, i.e., exchanging one lane for another, so that the strobe light or Starter's arm signal can more readily be seen by the deaf or hard of hearing swimmer. Standard Starter's arm signals are shown in Figures 1 and 2. A false start rope is required in the event of a recall, provided the meet host is notified by the entry deadline that a deaf or hard of hearing swimmer will be participating.

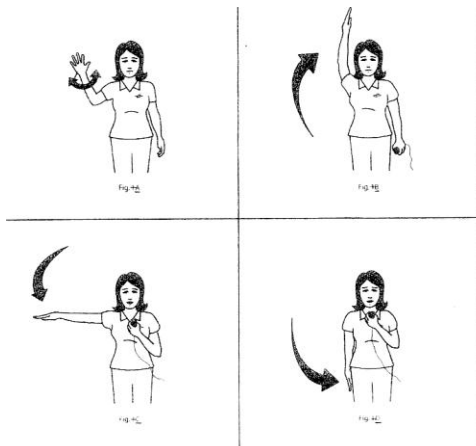


Figure 1: **Foreward Start**

- 1A Twist hand at chin level - Short whistles
- 1B Arm overhead - swimmer steps onto starting block
- 1C Arm moves to shoulder level - signal to "take your mark"
- 1D Arm moves to side of body - starting signal

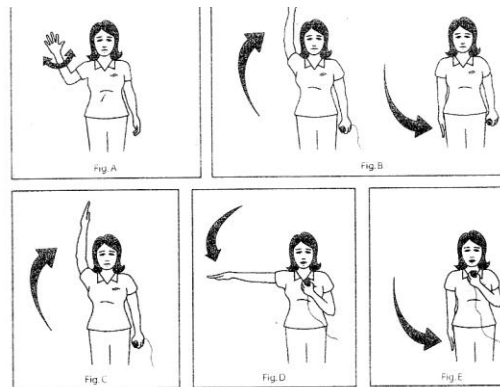


Figure 2: **Backstroke Start**

- A Twist hand at chin level - Short whistles
- B Arm overhead - swimmer enters water drag arm to side while swimmer enters water
- C Arm overhead - swimmer returns to backstroke start position
- D Arm moves to shoulder level - signal to "take your mark"
- E Arm moves to side of body - Starting signal

### 105.5 PHYSICAL DISABILITIES

.1 **Start** — Swimmers with physical disabilities:

*No changes in A-E*

Examples of modified starting positions are shown in Figures 2 3 through 5 7.

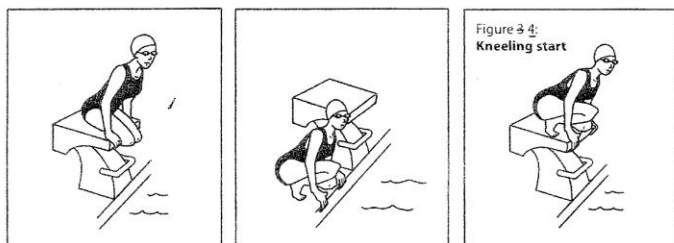
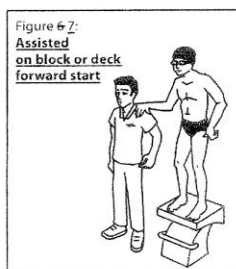
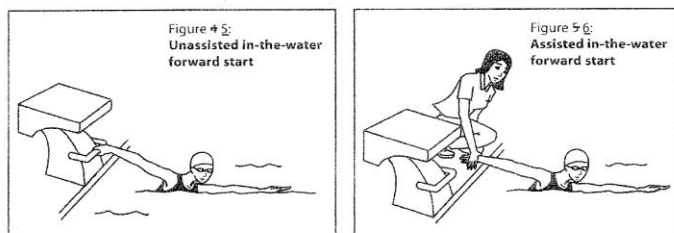


Figure 3: Sitting on block or deck



R-12 **ADOPTED** Effective January 1, 2013

**Location:** Page 59 **202.3 Conditions of Sanction**  
Page 113 **502.6 Privileges and Responsibilities of Membership**

**202.3. CONDITIONS OF SANCTION** — Any event for which a sanction is required according to 202.1 is subject to the following conditions:

- .3 All referees, starters, administrative officials, chief judges and stroke and turn judges, serving in an official capacity in a sanctioned event, must be non-athlete members of USA Swimming or members of other FINA-member organizations. All meet directors for meets sanctioned by USA Swimming must be members of USA Swimming. Except for coaches accompanying athletes participating under the provisions of 202.6 or USA Swimming's "open border" policy, all persons acting in any coaching capacity in a sanctioned event must be coach members of USA Swimming.

### 502.6 PRIVILEGES AND RESPONSIBILITIES OF MEMBERSHIP

- .1 All non-athlete members of USA Swimming must have satisfactorily completed criminal background checks and athlete protection education as required by USA Swimming.
- .2 All clubs, including seasonal clubs, shall ensure that all athletes and coaches participating in practices and USA Swimming sanctioned competition are members of USA Swimming.
- .3 All referees, starters, administrative officials, chief judges, and stroke and turn judges must be non-athlete members of

USA Swimming.

*No further change*

**R-13 ADOPTED Effective January 1, 2013**

**Location:** Page 60 **202.4 Requirements for Approval**

**202.4. REQUIREMENTS FOR APPROVAL** — Approval of competition may be issued, withheld or withdrawn by an LSC in accordance with the following regulations:

.1-.6 *No change*



No competition shall be approved unless a sufficient number of USA Swimming officials, certified by the LSC at a minimum of Stroke and Turn level, are present to observe and certify that the conduct of competition and all times achieved in such competition were in conformance with all applicable USA Swimming technical rules including, but not limited to, the following:

- |     |   |  |
|-----|---|--|
| A   | Article 101 (all)<br>or Article 105 (Disability)<br>or Article 701 (Open Water) | Start, individual stroke and relay rules |
| B   | 102.2.2 & 3   | Entry limit per day                      |
| C   | 102.8.1 A, B, C, D and E  | Swimwear restrictions                    |
| D   | <u>102.10</u>   | <u>Officials</u>                         |
| D E | 102.24  | Timing Rules                             |
| E F | 103.2.3, 103.3.1, 103.4<br>103.13 and 103.15<br>or Article 702 (Open Water)     | Minimum standards for facilities         |

**R-14 ADOPTED Effective January 1, 2013**

**Location:** Page 67 **205.2 Eligibility**

**205.2 ELIGIBILITY**

- .1 Eligibility to compete in a particular age group shall be determined by the swimmer's date (not hour) of birth.
- .2 Age on the first day of the meet shall determine the swimmer's age for the entire meet ~~except as follows:~~
  - A ~~In a preliminaries and finals meet, when the preliminaries are separated from the finals by more than two days, swimmers shall compete at the age they are on the first day of the finals.~~
  - B ~~In a timed finals meet that covers more than one weekend, swimmers shall compete at the age they are on the first day of each continuous session of the meet.~~

*Re-number remaining.*

**R-15 ADOPTED Effective Immediately**

**Location:** Page 90 **304 Code of Conduct**



**4.3** The following shall be considered violations of the USA Swimming Code of Conduct:

- .7 Bullying is prohibited. For ~~these~~ the purposes of the Code of Conduct, the term "Bullying" shall mean, regardless of when or where it may occur, the severe or repeated use by one or more USA Swimming members ("Members") of an

oral, written, electronic or other technological expression, image, sound, data or intelligence of any nature (regardless of the method of transmission), or a physical act or gesture, or any combination thereof, directed at any other Member that to a reasonably objective person has the effect of: (i) causing physical or emotional harm to the other Member or damage to the other Member's property; (ii) placing the other Member in reasonable fear of harm to himself/herself or of damage to his/her property; (iii) creating a hostile environment for the other Member at any USA Swimming activity; (iv) infringing on the rights of the other Member at any USA Swimming activity; or (v) materially and substantially disrupting the training process or the orderly operation of any USA Swimming activity (which for the purposes of this section shall include, without limitation, practices, workouts and other events of a member club or LSC). Allegations of Bullying an athlete by a coach shall be investigated under 304.3.13.

**R-16 ADOPTED Effective Immediately**

**Location:** Page 90 **304 Code of Conduct**

**304.3** The following shall be considered violations of the USA Swimming Code of Conduct:

- .8 (a) Any inappropriate sexual conduct or advance, or other inappropriate oral, written, visual, or physical conduct of a sexual nature directed towards an athlete by (i) a coach member or other non-athlete member, or (ii) any other adult participating in any capacity whatsoever in the activities of USA Swimming (whether such adult is a member or not).
- (b) Any act of sexual harassment, including without limitation unwelcome sexual advances, requests for sexual favors, and other inappropriate oral, written, visual, verbal or physical conduct of a sexual nature in connection with or incidental to a USA Swimming-related activity by any person participating in the affairs or activities of USA Swimming (whether such person is a member or not) directed toward any member or other person participating in the affairs or activities of USA Swimming.

**R-17 ADOPTED Effective Immediately**

**Location:** Page 90 **304 Code of Conduct**

**304.3** The following shall be considered violations of the USA Swimming Code of Conduct:

.13 Abuse

- A Physical abuse of an athlete by any person who, in the context of swimming, is in a position of authority over that athlete. "Physical abuse" is defined as a non-accidental injury and/or an injury primarily caused by the gross negligence on the part of the person in a position of authority over the athlete.
- B Bullying of an athlete by a coach member or other non-athlete member who is in a position of authority over that athlete.

**R-18 ADOPTED Effective 90 days after USA Swimming's models are published**

**Location:** Page 92 **305 Athlete Protection Policies**

The following policies related to Athlete Protection are mandatory components of the USA Swimming Code of Conduct:



**305.6** Clubs shall establish their own action plans for implementing USA Swimming's anti-bullying policy. USA Swimming shall provide a model plan as an example which shall serve as the default for any club that fails to establish its own plan. Club anti-bullying plans must be reviewed and agreed to annually by all athletes, parents, coaches and other non-athlete members of the club.

**305.7** Clubs shall establish their own electronic communication/social media policy. USA Swimming shall provide a model policy as an example which shall serve as the default for any club that fails to establish its own policy. Club electronic

communication policies should be reviewed and agreed to annually by all athletes, parents, coaches and other non-athlete members of the club.

**R-19 ADOPTED Effective January 1, 2013**

**Location:** Page 111 **502.1 Requirements of Membership**

**502.1 REQUIREMENTS OF MEMBERSHIP** — All members of the House of Delegates, Board of Directors, ~~persons with password access to the USA Swimming database,~~ and any committee, sub-committee, or division of USA Swimming, appointed or elected, must hold an individual membership pursuant to the provisions of this Article, unless otherwise specified by the Board of Directors. Any person with password access to the USA Swimming database must hold an individual non-athlete membership.

**R-20 ADOPTED Effective January 1, 2013**

**Location:** Page 113 **502.6 PRIVILEGES AND RESPONSIBILITIES OF MEMBERSHIP**

**502.6 PRIVILEGES AND RESPONSIBILITIES OF MEMBERSHIP**

- .1 All non-athlete members of USA Swimming must have satisfactorily completed criminal background checks and athlete protection education as required by USA Swimming.
- .2 All clubs, including seasonal clubs, shall ensure that all athletes and coaches participating in practices and USA Swimming sanctioned competition are members of USA Swimming.
- .3 All referees, starters, chief judges, and stroke and turn judges must be non-athlete members of USA Swimming (effective 9/1/11).
- .4 Anyone who coaches swimmers at a USA Swimming practice or competition, must be a coach member of USA Swimming and must have satisfactorily completed safety training, criminal background checks and other coaches education as required by USA Swimming.
- .5 A coach member of USA Swimming must be at least 18 years of age.
- .6 ~~Anyone who registers for the first time as a coach member, shall complete coaches education required by USA Swimming prior to receiving his/her coach membership for a second year.~~

*No further change. Re-number remaining items.*

**R-21 ADOPTED Effective Immediately**

**Location:** Page 116 **504.7 (new) Removal of Officers or Directors**

**504.7 Removal of Officers or Directors** Any elected or appointed Officer or Director of USA Swimming who has failed to attend to his or her official duties or responsibilities or has done so improperly, or who would be subject to penalty for any of the reasons set forth in Article 404.1.3 of the USA Swimming Rules and Regulations, may be removed from office by the National Board of Review pursuant to Part Four of the USA Swimming Rules and Regulations, in an action authorized by a two-thirds (2/3rds) vote of the entire voting membership of the Board of Directors. Any appeal of the Decision of the National Board of Review would be heard by the Board of Directors as a whole (not by a panel thereof) and any decision of the Board of Directors in favor of removal of an Officer or Director would require a two-thirds (2/3rds) vote of the entire voting membership of the Board of Directors.

*Renumber current 504.7-504.10 as 503.8-504.11*

R-22 **ADOPTED Effective January 1, 2013**

Location: Page 118 **506.1 Committees and Coordinators**

**506.1 COMMITTEES AND COORDINATORS**

- .1 Standing committees of USA Swimming shall be as listed in this Article.
- .2 Except for those individuals who qualify for their positions under some other provision of Article 506:

A-C *no change*

- D In the event of a vacancy on a committee caused by any reason, the person/organization responsible for the appointment shall select the person to fill the vacancy for the remainder of the term. If the vacancy occurs in an elected committee position other than OIOC, the President, in consultation with the Committee Chair, shall appoint a replacement to serve the remainder of the term.

R-23 **ADOPTED Effective January 1, 2013**

Location: Page 122 **506.8 Credentials/Elections Committee**

**506.8 CREDENTIALS/ELECTIONS COMMITTEE**

- .1 Membership: The Credentials/Elections Committee shall consist of ~~twelve (12)~~ eight (8) non-athlete members appointed by the President and a sufficient number of athlete members as to constitute at least 20% of the voting membership. (*Note: current members shall serve out the remainder of their terms, unaffected by this change.*)
- .2 Each non-athlete member shall serve a four-year term, not subject to consecutive term limits.
- .3 Responsibility: The Credentials/Elections Committee shall certify delegates at the annual meeting of the corporation, supervise elections held at the annual meeting, and certify results of elections held at the annual meeting.

R-24 **ADOPTED Effective January 1, 2013**

Location: Page 151 **702.7 Feeding Stations**

**702.7 FEEDING STATIONS**

- .1 Feeding stations shall be securely fixed in position and shall not be subject to tidal, wind or other movements ~~may be floating or stationary~~ and shall safely accommodate the number of feeders consistent with the number of entries.

R-25 **ADOPTED Effective September 1, 2013**

Location: **Required LSC Bylaws**



DIVISIONAL ORGANIZATION AND JURISDICTIONS, STANDING COMMITTEES AND; COORDINATORS - *no change*

- .1 ADMINISTRATIVE DIVISION – Administrative Vice Chair  
Safe Sport ||Committee Chair| or |Coordinator|| [*add to list*]  
*no further changes*

607.2 NON-OFFICER CHAIRS AND THEIR COMMITTEES; COORDINATORS

- .2 DUTIES AND POWERS OF NON-CHAIR CHAIRS AND COORDINATORS –
  - A. – F. *no changes*
  - G. SAFE SPORT ||COMMITTEE CHAIR| or |COORDINATOR|| - The Safe Sport ||Committee Chair| or |Coordinator|| shall be responsible for the implementation and coordination of, and serve as the XXSI

liaison for, the Safe Sport Program established by USA Swimming. The Safe Sport [Committee Chair] or [Coordinator] shall be a non-athlete member in good standing, and shall work with the USA Swimming Safe Sport staff, and the USA Swimming Safe Sport Committee and the XXSI Safe Sport Committee to implement pertinent aspects of the national Safe Sport Program within XXSI. The Safe Sport [Committee Chair] or [Coordinator] will:

1. Serve as the primary contact for XXSI to coordinate and oversee the implementation of effective safe sport educational programs for all athlete members, their parents, coaches, volunteers and clubs, as provided by USA Swimming;
2. Be trained regarding the complaint reporting structure and refer all reports of a violation of the Athlete Protection policies directly to the local club, the General Chair, the USA Swimming Safe Sport staff, and/or other appropriate authority;
3. Participate in workshops as provided by USA Swimming, collect and share information about what USA Swimming and other LSCs are doing to promote safe sport policies, and disseminate information on LSC best practices;
4. Serve as an information resource for XXSI clubs and membership, and will help to identify and connect them with local educational partners and resources;
5. Receive feedback and suggestions on the Safe Sport policies and programs from the XXSI clubs and membership, and provide feedback to the USA Swimming Safe Sport Committee and Safe Sport staff; and
6. Perform other functions as necessary in the fulfillment of USA Swimming's continuing efforts to foster safe, healthy and positive environments for all its members.

607.3 MEMBERS AND EX-OFFICIO MEMBERS OF STANDING COMMITTEES -

*renumber .8 and .9 to .9 and .10*

- .8 SAFE SPORT COMMITTEE – The members of the Safe Sport Committee shall be the Safe Sport Committee Chair, who shall serve as chair, and at least four additional members; at least one shall be a Coach Member, at least two shall be at-large non-athlete members, and at least one shall be an athlete member.*

607.4 DUTIES AND POWERS OF STANDING COMMITTEES AND COORDINATORS -

*renumber .8 and .9 to .9 and .10*

- .8 SAFE SPORT COMMITTEE - The purpose of the XXSI Safe Sport Committee is to ensure implementation of the USA Swimming's Safe Sport policies, guidelines, educational programs, reporting and adjudication procedures which are intended to help provide as safe, healthy and positive environment as possible for all USA Swimming members. The Safe Sport Committee will:*
1. *Coordinate and oversee the implementation of effective ongoing educational programs for all athlete members, their parents, coaches, volunteers and local clubs as provided by USA Swimming;*
  2. *Be the primary contact for the club members in XXSI to share information about what USA Swimming and other LSCs are doing regarding Safe Sport policies and programs; and to collect, develop and disseminate information on LSC best practices;*
  3. *Serve as an information resource for clubs by, among other things, helping to identify and connect them with local educational partners and resources;*
  4. *Perform other functions as necessary in the fulfillment of USA Swimming's continuing efforts to foster safe, healthy and positive environments for all its members; and*
  5. *Be available to work on special projects, educational programs and assignments as needed.*

HK-2 ADOPTED Effective January 1, 2013
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Location: Page 120 506.4 Rules & Regulations Committee

**506.4 RULES & REGULATIONS COMMITTEE**

- .1 The Rules & Regulations Committee shall consist of the following:



- A The Officials Committee Chair~~man~~, the Chair~~man~~ of the NCAA Men's and Women's Swimming Committee, the Chair~~man~~ of the High School Swimming (NFHS) Rules Committee, the Technical Vice President, the Program Operations Vice President, the immediate past Chair of the Rules & Regulations Committee, the USA Swimming representative to the FINA Open Water Swimming Technical Committee and the USA Swimming representative to the FINA Technical Committee, or their respective designees;
- B A sufficient number of active athletes appointed by the Athletes Committee so as to constitute twenty percent (20%) of the voting membership of the Committee;
- C A representative, or his/her designee, from each Allied member, on condition that within thirty (30) days following the annual meeting of USA Swimming in even-numbered years the member informs USA Swimming in writing of its desire to appoint a representative;
- D Eight (8) non-athlete members appointed by the President, none of whom shall be members of the Board of Directors, and at least three of whom shall be coaches; and
- E The Executive Director, the Secretary/General Counsel of the Corporation, and others appointed by the Rules & Regulations Committee Chair~~man~~, as ex-officio members with voice but no vote.

.2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year.

*Re-number remaining*

**HK-3 ADOPTED Effective January 1, 2013**

**Location:** Page 122 **506.8 Credentials/Elections Committee**

**506.8 CREDENTIALS/ELECTIONS COMMITTEE**

- .2 Each non-athlete member shall serve a four-year term, staggered so that one-fourth of such members are appointed each year.
- .3 Responsibility: The Credentials/Elections Committee shall certify delegates at the annual meeting of the corporation, supervise elections held at the annual meeting, and certify results of elections held at the annual meeting.

**HK-4 ADOPTED Effective January 1, 2013**

**Location:** Page 123 **507.1 Organization**

**507.1 ORGANIZATION**

- .1-.6 *No change*
- .7 The President shall be empowered to appoint up to ten percent (10%) of the total membership as members of the House of Delegates. One fourth (1/4th) of all those appointed shall be appointed in equal numbers from members, other than athletes, of the five (5) LSCs having the largest number of registered athletes as of ~~the September 4~~ August 31 of the prior calendar year.

*No further change*

**HK-5 ADOPTED Effective January 1, 2013**

**Location:** Page 134 **Article 603 Names and Jurisdictional Boundaries**

**603.2** The geographical areas or boundaries for the Local Swimming Committees shall be as indicated below. The two letter Registration Codes are shown in parentheses:

**MINNESOTA (MN)** — State of Minnesota, except for Polk and Pennington counties; and including the counties of Polk, St. Croix, Dunn, and Pierce ~~and Polk~~ in the State of Wisconsin.

**WISCONSIN (WI)** — State of Wisconsin, except the counties of Polk, St. Croix, Dunn, and Pierce ~~and Polk~~.

HK-7 <b>ADOPTED Effective January 1, 2013</b>
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**Location:**            Page 145 **701.5 Disqualifications**  
                              Page 146 **701.6 Disqualification Procedure**

**701.5 DISQUALIFICATIONS**

.2 **Yellow Flag** – A swimmer shall receive a Yellow Flag ~~caution~~ for:

**701.6 DISQUALIFICATION PROCEDURE**

.2 **Red Flag** — A swimmer who commits an infraction as listed in 701.5.1 shall receive a Red Flag (~~Disqualification~~). The Referee will display a Red Flag and a card bearing the number of the swimmer being charged with the infraction. The Referee may use a whistle to get the swimmer's attention in order to notify the swimmer of the disqualification. The disqualified swimmer must leave the water immediately.