CSI Program Operations

Proposal
FAST Meet Entry Dropbox

BACKGROUND
The CSI long course season is compressed into a 10-week schedule of championship qualifying meets (regularly-scheduled). Regularly-scheduled meets are critical to: club betterment (for example, parent satisfaction with a club's program); athlete opportunity to qualify for meet championship time standards; athletes fulfilling 1-meet eligibility for Age Group and Regional Championship entry; and fulfilling eligibility criteria for zone team consideration, travel assistance, scholar athlete recognition, etc.

CSI is obligated to serve its membership in the best possible way by providing a transparent and equitable meet entry system. Ideally such system would allow clubs to plan in advance and enable all clubs the option to enter on a level playing field (same rules for all). Because of infrastructure and other uncontrollable limitations not all clubs are guaranteed meet entry however, clubs are entitled to know that their entry was declined for legitimate reasons.

By sanctioning/approving a meet, CSI gives clubs the opportunity to hold a fundraiser with revenue ranging from less than $1000 to upwards of $25,000 per meet. In return CSI expects the host to conduct well-run meets and host support of an equitable and transparent meet entry system.

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FAST Meet Drop Box

By mid-late February, post meet announcements, PDF session, and meet entry files on the website in the conventional manner and to FAST Meet Drop Box (MDB) on each Club's admin page. FAST MDB will display the host, meet name, final deadline, events by session, dates, location, and any other pertinent information such as deck capacity limitations, session duration limitations, etc.

From February to April, clubs prepare their entries. Hosts cannot accept entries; entries will be accepted through FAST MDB.

By a prescribed deadline, meet hosts will upload their club's entry into drop box for the meets they are hosting. This will be required. Host meet cannot open for entry unless host file is uploaded. Suggestion: Deadline be 1-2 days before MDB opens for all clubs. Time is needed to review uploads. If a host doesn't upload its entry, the presumption is the meet is cancelled and sanction is forfeited.

At a prescribed date in April, MDB and clubs upload Round 1 entry files* to the meets they wish to enter. MDB will close automatically at a prescribed time (24 hours later?). As files upload or when Round 1 closes, FAST will display the following on club Admin pages:

- For each meet on the schedule, club entries in order received; date/time stamped
- # of athletes and splashes per session
- # of splashes overall
- # of athletes overall

> *The entry files will be zipped hytek entry files (ev3 and hyv). That is the way Hytek exports entry files.

After FAST drop box Round 1 closes, clubs will continue to see all the meets and meet detail however no one can enter meets. Hosts only will have privileges listed below.

When Round 1 closes, meet hosts will be *required* to build their meets by a prescribed deadline (2-3 days?). Hosts will build the meet according to the date/time entries are rec'd and will mark each club's entries "in" or "out" of the meet by session. Hosts will have the option to mark the full meet as closed or sessions as closed. Once closed, they cannot take further entries. At the end of the meet build deadline, all clubs will see the whether they are in or out of a meet they entered and Round 2 opens. Clubs may upload entries to open meets and/or sessions-. Round 2 remains open for the season.

> If a host fails to build their meet, the presumption is the meet is cancelled and sanction is forfeited.

Exceptions:
Current policy allows individual unattached athletes and out of state clubs to enter meets held prior to June 1 and the Senior Invite. Portals will be created for this type of entry. Only electronic entries can be uploaded. (Hytek offers a free version of Team Manager.)