

Committee Name:	Rules Committee	Session #:	Teleconference #2
Committee Chair:	Charles Cockrell	Vice Chairs:	Mollie Grover/Claire Letendre
Minutes recorded by:	Christina Fox	Date/time of meeting:	Thursday 4/19/18 8pm EST

Motions Passed:

1. Motion to submit changes for Article 202.2 to the Legislation Committee.
2. Motion to submit changes for Article 601.4 to the Legislation Committee.
3. Motion to include the table "Information required in Meet Information" with the exception of Article 104 references in Appendix B
4. Motion to add a Glossary definition of Meet Announcement

Number of committee members present: 16	Absent: 3	Number of other guests present: 0
Committee members present (list all, including chair and vice chair): Charles Cockrell, Mollie Grover, Claire Letendre, Carolyn Boak, Kathy Casey, Julie Dussliere, Marilyn Fink, Christina Fox, Judy Gillies, Laura Groselle, Matt Hooper, Barb Protzman, Bob Seagraves, Jessica Seaton, Steve Unruh, Rand Vaillancourt		
Ex Officio and EC: Bill Brenner, Richard Garza, Peter Guadagni		
Committee Members Absent: Karen Harris, Jay Thomas, Teri White		

Minutes

The teleconference was called to order at 8:02 pm EST.

The following topics were covered during the teleconference:

1. Charles opened the meeting by entertaining a motion to accept the minutes from the February conference call. MSA (Laura/Claire) to accept minutes from February conference call as posted.
2. General timeline and expectations for Convention
 - a. The Rules, Long Distance and Legislation Committee Chairs and Convention Task force met recently to discuss streamlining the convention process and agreed to the following
 - i. To use a common template for HOD package.
 - ii. Have the goal to send package with all recommendations from the committees already documented to delegates before Convention.
 - b. Then, at Convention, committees can hear comments from delegates with final recommendations in mind and, if additional work is needed (due to comments, additional information, etc.), the process is that the committee is open to a motion to reconsider.
 - c. It was considered that this was a good way to make sure delegates have info in advance and can comment and make committee work at convention more efficient
 - d. All proposals need to be received by Jun 10th, including USA Swimming proposals and, to meet this goal, the delegate package needs to be completed in Jun/Jul.
 - e. Mollie indicated that feedback from convention was that delegates were interested in why proposals were "not recommended". Charles suggested adding rationale to package or prepare to discuss in committee meetings. Claire noted that USA Swimming provides a rationale for "not recommended" actions in the package to delegates. Following discussion, it was agreed to include a rationale in the package and Claire will lead this.
 - f. Charles indicated that delegates were also interested in what had been amended in "Recommended as Amended" actions and we will look at a way to include this in the package.

3. Proposals to submit to Legislation
 - a. Article 202.2 Sanction Requirements
 - i. Charles reviewed the proposal and rationale in [2018 Working Version](#) file.
 - ii. MSA (Carolyn/Claire) to submit changes to Legislation as a proposal from Rules Committee.
 - b. Article 601.4 Appendix B
 - i. Charlie reviewed the proposal and rationale in [2018 Working Version](#) file.
 - ii. MSA (Carolyn/Claire) to submit changes to Legislation as a proposal from Rules Committee.
4. Recommendations for Article 104 (National Championship Meets) proposals (Carolyn and Barb)
 - a. Barb, Carolyn and Sandi Rousseau (Championship Committee) reviewed Article 104 and have suggested several proposals/recommendations for clarification ([Article 104 Proposals](#))
 - i. The subcommittee concluded that nothing should be eliminated and the proposals/recommendations are for clarification with no substantive changes recommended
 - b. The process for submission of these proposals was discussed and it was agreed that Carolyn and Barb would incorporate Kathy Casey's suggestions and then Charles would forward to Championship Committee (Jeff) for review and submission.
5. Recommendations for changes to cover Meet Announcement Requirements (Marilyn and Matt)
 - a. Marilyn and Matt have reviewed location of meet announcement requirements in the Rule Book and presented recommendations on changes ([meet information language required](#)).
 - b. Charles noted that there was not a recommendation to create a separate article with all meet announcement information in Part 1.
 - c. Charles reviewed the recommendations and summarized the options for of inclusion the table "Information required in Meet Information" (recommendation #4) and the process required if the committee wants to standardize language (recommendation #1).
 - d. Discussion on Recommendation #4: Table of "Information required in Meet Information"
 - i. Options for inclusion/location are
 - Submit to Legislation for inclusion in Part 2; requires committee action and vote at HOD
 - Put in appendix B; will not go to HOD just EC
 - Guide to Operations
 - ii. Charles asked for discussion: Matt indicated that the sanction requirements are in Part 2 so this would be a natural flow; Carolyn indicated that it should be in the Rule Book, in the Appendix; Marilyn thought it fits best in the Guide to Operations but asked where people would most likely access it.
 - iii. Consensus was to include in Appendix B and Charles suggested that the table include everything except for references to Article 104.
 - iv. MSA (Carolyn/Claire and Rand) to include the table "Information required in Meet Information" with the exception of Article 104 references in Appendix B.
 - e. Discussion on change of language "meet announcement" to "meet info" (recommendation #1)
 - i. Charles indicated that, if the committee wanted to change in the Rule Book for consistency, this could be done under one R number but would require article number and text for each change.
 - ii. Charles indicated that another option is to add a Glossary definition of Meet Announcement; this is currently not in the Glossary.
 - iii. There was discussion on the two options: Claire indicated that USA Swimming uses Meet Announcement and has a Glossary definition and recommends "meet announcement" over "meet information" for consistency; Mollie agreed with adding the definition.

- iv. MSA (Claire/Mollie) to add a Glossary definition of Meet Announcement .
 - v. Matt suggested using the USA Swimming definition for consistency; Charles agreed and will add to list of proposals.
 - f. Recommendations #2 and #3
 - i. Charles will review for addition to proposals and/or housekeeping.
6. Working List of Proposal ([2018 Working Version](#)) – Article 103.18.5
- a. Charles reviewed this proposal to correct a possible inconsistency created from previous changes and presented options for changes.
 - b. There was some initial discussion and Marilyn indicated that Kathy Casey has comments on this and suggested reviewing and discussing further at a future meeting.
 - c. Further discussion was around having variability versus consistency and one watch versus two watches; Judy, Marilyn, Rand, and Bob offered varying comments.
 - d. Charles asked for the sense of committee to know what to draft for the package
 - i. Variable (one or two watches depending on situation) or consistency (one or two).
 - e. It was agreed to include this proposal for discussion and committee vote at future meetings.
7. Working List of Proposals – Others
- a. Charles reviewed some other proposals (Glossary definitions, Article 102.12.1, Article 103.10.5, and Article 105.2.2) and asked for any comments for inclusion/updates.
 - b. There was some preliminary discussion/comments on these proposals; it was agreed to include all these proposals for discussion and committee vote at future meetings.
8. Working List of Proposals – Additional
- a. Kathy Casey has submitted an additional proposal for Article 105.5.
 - b. Charles asked for any other additional proposals from the committee by Jun10th.
9. Short Course Nationals: Kathy Casey will be Rules Liaison with Julie Dussliere as back-up.
10. Summer meetings/process
- a. Charles asked for a sense of the committee and comments on meeting format/process for the summer. Following discussion, it was decided to try one long meeting with one or two shorter follow up meetings
 - b. Charles asked the committee to complete the Doodle polls and then would propose options based on this format.
11. Action Items
- a. Carolyn to incorporate Kathy’s suggestions for Article 104 changes and send to Charles to forward to Jeff Roddin for the championship committee to consider.
 - b. Charles to review and incorporate recommendation #2 and #3 for Meet Announcement Requirements as appropriate.
 - c. Charles to add a new proposal with the USA Swimming definition of “meet announcement”.
 - d. A rationale for “not recommends” will be provided in the HOD package.

The teleconference was adjourned at 9:35 pm EST.