

## **OPERATING CODE - Rhythmic Program**

### **ARTICLE 1**

#### **USA GYMNASTICS MEMBERSHIP STATEMENT**

Membership in the USA Gymnastics is a privilege granted by USA Gymnastics. That privilege can be withdrawn by USA Gymnastics at any time where a member's conduct is determined to be inconsistent with the best interest of the sport of gymnastics or the athletes we are serving.

An individual who holds current paid membership, safety certification and has passed a background check shall be deemed a Professional member. This individual must be a minimum of 18 years of age and shall receive a membership card stating that she/he is a Professional member with full voting privileges. Junior Professional members do not have voting privileges.

### **ARTICLE 2**

#### **STRUCTURE**

The Rhythmic Program is composed of the Rhythmic Program Committee (RPC), which shall be the governing body of the Rhythmic Program, and its sub-committees. These sub-committees are charged with specific Rhythmic programs and are as follows: Rhythmic Administrative Committee (RAC), International Elite Committee (IEC), and Junior Olympic Technical Committee (JOTC). They function per the Operation Code.

### **ARTICLE 3**

#### **CRITERIA FOR NOMINATIONS**

All nominees must be: Professional members of the Rhythmic Program at least 21 years of age and in good standing for a minimum of 2 (two) consecutive years immediately prior to the nomination. A member in good standing is defined as a person who has complied with all aspects of the program as outlined in the *Rules and Policies*. Prior to being placed on the ballot, all nominees must sign a document that verifies that they have read and understood the duties and responsibilities of the office for which they have been nominated and submit their resumes to the appropriate USA Gymnastics officer.

### **ARTICLE 4**

#### **MEETINGS**

The Committee meetings are closed. Any Chair may extend an invitation to attend the meeting, or any portion of a meeting, to an individual she deems necessary to present information to her committee. All members must be notified verbally or in writing of pending meetings to ensure participation. A quorum of the Rhythmic Program Committee and all its sub-committees is necessary to conduct official business. A quorum for the Rhythmic Program Committee and all its sub-committees is 2/3 of the voting members present. All minutes from all meetings must be published in a timely manner on the appropriate website.

### **ARTICLE 5**

#### **RHYTHMIC PROGRAM COMMITTEE**

5.01 Responsibilities: The Rhythmic Program Committee and its sub committees:

1. Are obliged to support USA Gymnastics, its Rules and Policies, and programs of competition
2. Shall carry out all responsibilities in a professional manner in order to promote the growth of gymnastics in an atmosphere of cooperation and communication.

The Rhythmic Program Committee, through its sub-committees, shall:

- A. be charged with the development of a well-organized and well-designed program for rhythmic gymnastics in the United States, consistent with the goals and objectives of the corporation,
- B. distribute and disseminate technical materials, rules and regulations, educational and scientific literature and other information necessary and appropriate to support the coaching and judging community,
- C. provide for the improvement and growth of rhythmic gymnastics through the training education, certification and evaluation of coaches, judges, and athletes,

- D. Receive recommendations from the sub-committees for changes in the *Rules and Policies and Operating Code*
- E. maintain and update the *Rules and Policies*
- F. review and approve minutes of all sub-committees, except IEC international assignments, and serve in an arbitration capacity of all sub-committees, when necessary, and make the final decision after all parties have presented their views.
- G. accept recommendations from sub-committees and recommend candidates to represent USA Gymnastics in FIG activities
- H. assist in setting goals for each sub-committee
- I. evaluate, on a continuing basis, the progress of the sub-committees
- J. set the criteria for nomination of candidates for the (1) Membership Director of the Rhythmic Program to the Board of Directors.

5.02 Membership and Term of Office The USA Gymnastics Rhythmic Program Committee shall be composed of the following members:

- A. Rhythmic Administrative Committee Chair ((RAC) (2-year term).
- B. International Elite Committee Chair (IEC) (elected every year).
- C. Judges representative (2-year term).
- D. Athlete elected by USA Gymnastics Athlete Council (term of office determined by Athlete Council).
- E. USA Gymnastics Board Representative for Rhythmic Gymnastics (4-year term).
- F. Rhythmic Program Director (non-voting)
- G. USA Gymnastics President (non-voting)

5.03 Qualifications

- A. Each constituency shall determine the qualifications for its elected member.
- B. The Judges representative must have a Brevet rating with a minimum of one international judging assignment and must be certified in the J.O. Development Program.

5.04 Elections

- A. The election of the Judges' representative shall be conducted by the Rhythmic Program Director in even numbered years. She will be elected by all Brevet judges.
  - a. The Judges representative shall be elected by majority (1 over 50%) of votes cast. If no candidate receives the majority vote and a run off election is necessary, the run off election will be between the two (2) candidates receiving the most votes.
- B. All other elections shall be conducted by the respective groups. (IEC, RAC, Athletes' Council, National RG membership for Board Director, etc.)

5.05 Chair - Voting members shall serve as Chair on a rotating basis every year. The Chair must be actively involved in the Rhythmic Program as a coach, judge, or administrator and must have served on the Rhythmic Program Committee for 2 years. The Chair shall be responsible for the following:

- A. Chair all Rhythmic Program Committee Meetings
- B. Act as the liason to all sub-committees, as necessary
- C. Represent the Rhythmic Program Committee (RPC) to other organizations, as designated or requested.
- D. Prepare and distribute the agenda to the Rhythmic Program Committee (RPC) in a timely manner prior to their annual meeting at the National Championships and any other meetings.
- E. Attend as many national and regional functions as possible to be familiar with all aspects of the Rhythmic Program.

5.06 Meetings

- A. All members will be required to attend an annual paid meeting.

- B. Interim business may be conducted by e-mail or conference call.
- C. Special meetings may be called by USA Gymnastics President or the Rhythmic Program Director.
- D. It is recommended that the sub-committees meet at least once annually
- E. Minutes of all meetings will be compiled by the Rhythmic Program Director and published in USA Gymnastics Technique magazine and on the website www.usa-gymnastics.org.

5.07 Voting

- A. All action requires the vote of a majority of voting members (5).
- B. Voting by proxy is not allowed.

5.08 Vacancies

In the event of the resignation or removal of an elected member, the USA Gymnastics Rhythmic Program Director will call for a vote of the member's constituency in order to elect a replacement member to fulfill the remainder of that member's term.

5.09 Funding

- A. All revenues generated by the Rhythmic Program Committee shall be deposited in the general fund of USA Gymnastics, and appropriate records concerning those funds shall be maintained by the USA Gymnastics and made available to the Rhythmic Program Committee upon request.
- B. No obligation of the USA Gymnastics funds shall be made by the Rhythmic Program Committee nor any of its sub-committees, without approval of the USA Gymnastics Board of Directors and/or the President via USA Gymnastics Rhythmic Program Director.

ARTICLE 6  
RHYTHMIC ADMINISTRATIVE COMMITTEE

6.01 Responsibilities: The Rhythmic Administrative Committee shall, with the help of specialized people:

- A. Determine the format and organization of all the designated qualifying events and programs under their jurisdiction within the Regions
- B. Support and attend Regional Events
- C. Ensure that all active states have a State Chair either by election or appointment
- D. Determine the entry fees for all State and Regional Championships
- E. Approve State actions addressing sanction violations
- F. Establish the policies for the operation of the Junior Olympic competitive program
- G. Establish the Junior Olympic Competition schedule
- H. Be responsible for overall organization of all regional events
- I. Establish procedures to raise operating funds for regions, if necessary.
- J. Be responsible for service and recognition awards for the regions
  
- K. Determine technical rules and regulations as they apply to USA judging for Levels 3 through 8
- L. Recommend policies and procedures for USA Gymnastics rhythmic judges' ratings and evaluations, training, fee structure, and Code of Conduct
- M. Be responsible for the continuing education of judges and coaches at the State and Regional level
- N. Make recommendations regarding the Junior Olympic technical program to the JOTC
- O. Recommend Rhythmic topics to the Program Director gathered from the Regions for National Congress

- P. Attend as many national and regional rhythmic functions as they can to be familiar with all aspects of the rhythmic program

6.02 Membership and Term of Office The Rhythmic Administrative Committee shall be composed of:

- A. *Six Regional Representatives*, elected to a four-year term by all USA Gymnastics professional members of the respective regions based upon the February USA Gymnastics membership roster.  
Combined Regions (Zones): (1 & 2), (3 & 6), (4 & 5) will elect one Technical and one Administrative representative to a four year term in the Spring/Summer of the year preceding the Olympic Games. (2011, 2015..) The representative will serve each Zone (combined 2 regions).
- B. USA Gymnastics Judges Representative
- C. *USA Gymnastics Rhythmic Program Director* (non- voting).
- D. *USA Gymnastics President* (non-voting).

6.03 Qualifications

- A. No elected member of the Rhythmic Administrative Committee may hold an elected position on the Rhythmic Program Committee or any other subcommittees.
- B. Candidates for Rhythmic Administrative representative must be a regional administrative chairperson, have been active USA Gymnastics professional member for a minimum of four years, and have a working knowledge of the Rules and Policies.
- C. Candidates for Rhythmic Technical representative must be a judge (National rating or higher) and have been an active USA Gymnastics professional member for a minimum of four years and have a working knowledge of the Junior Olympic Rhythmic Program and the Rules and Policies.

6.04 Elections

- A. Elections for Rhythmic Administrative representatives and Rhythmic Technical representatives, shall be conducted by the Rhythmic Program Director. If no candidate receives the majority vote and a run off is necessary, the run off election will be between the two (2) candidates receiving the most votes.

6.05 Chair

The Chair of the Rhythmic Administrative Committee shall be elected by the members of the RAC Committee in even numbered years and must have been a member of the RAC for 2 years. The Chair will be responsible for the following:

- A. Represent the Rhythmic Administrative Committee on the Rhythmic Program Committee
- B. Represent the Rhythmic Administrative Committee to the National Office
- C. Establish and maintain the financial reporting system of the Regional and State Administrative Committees
- D. Prepare and distribute the agenda to the RAC in a timely manner for each meeting
- E. Recommend subject and content for National Congress sessions and/or workshops
- F. Recommend corrective measures for *Rules and Policies* violations reported by States and Regions
- G. Oversee and guide the work of the Regional and State Administrative Committee Chairs.
- H. Prepare and disseminate information to the Zones and to Professional members
- I. Prepare an annual report of the RAC activities, if requested by the RPC Chair.

6.06 Meetings

- A. All members will be required to attend one annual paid meeting.
- B. Interim business may be conducted by mail or conference call.
- C. Special meetings may be called by the USA Gymnastics President or the Rhythmic Program Director.

- D. All minutes will be published in the USA Gymnastics Technique magazine and on the website [www.usa-gymnastics.org](http://www.usa-gymnastics.org).

6.07 Voting

- A. All action requires the vote of a majority of voting members (7)
- B. Voting by proxy is not allowed.

6.08 Vacancies

In the event of the resignation or removal of an elected member, the Rhythmic Program Director may call for a vote of the member's constituency in order to elect a replacement member to fulfill the remainder of that member's term. If the remainder of the term exceeds one year the election procedures shall be followed.

ARTICLE 7  
INTERNATIONAL ELITE COACHES COMMITTEE

7.01 Responsibility:

- A. Organize and develop the National Team training plan
- B. Work closely with the Rhythmic Program Director in matters pertaining to the National Team.
- C. Govern all aspects of the USA National Team and the USA International Elite Program.
- D. Draft all Selection Procedures with the Program Director and the President of USA Gymnastics, for World Championships, Pan American Games, World University Games, and the Olympic Games.
- E. Revise the International Elite section of the USA Gymnastics *Rules and Policies* on an annual basis as needed and submit to the Rhythmic Administrative Committee (RAC) for inclusion.
- F. Assign athletes and judges to international selection camps, international qualifying national competitions (Rhythmic Challenge), and international competitions. Assign coaches and/or judges to international courses or seminars, including the Intercontinental Judging Course and Brevet Courses.
- G. Recommend to the RPC candidates to represent the corporation in FIG activities including the Intercontinental Judges Courses, Technical Committees, Congresses and Competitions
- H. Provide recommendations to the National Judges Selection Committee for national judging selection for international qualifying events (Rhythmic Challenge, National Qualifier, and VISA Championships).
- I. Recommend to the Program Director Rhythmic topics for National Congress
- J. Review and make decisions on all petitions to the National Championships.

7.02 Membership and Term of Office: The IEC members will each serve 1-year terms:

- A. Four (4) coach representatives
- B. Athlete Representative
- C. Rhythmic Program Director (non-voting)

7.03 Qualifications:

- A. A coach must have:
- B. A Senior athlete in the Top 8 at VISA Championships of the given year
- C. A Junior athlete in the Top 3 of the VISA Championships of the given year
- D. A previous Olympic or World Championships coach with a current National Team member
- E. A coach of a World or Olympic Individual Medalist
- F. An athlete representative must be a member of the RPC and/or a rhythmic representative on the Athletes Council.

7.04 Elections:

- A. The National Team coaches will elect the coach representatives each year following the VISA National Championships.
- B. The athlete representative is elected by her respective group.

7.05 Chair: The IEC Chair will be elected by the IEC members annually. The Chair will be responsible for the following:

- A. Serve as a voting member on the RPC
- B. Be responsible for the activities of the International Elite Committee (IEC).
- C. Prepare an annual report of the International Elite Committee's (IEC) activities, if requested by the Rhythmic Program Committee Chair.

7.06 Meetings

- A. Meetings will be conducted at national events and training camps
- B. Interim business will be conducted by e-mail or conference call.
- C. All minutes will be published on the website [www.usa-gymnastics.org](http://www.usa-gymnastics.org)

ARTICLE 8  
JUNIOR OLYMPIC TECHNICAL COMMITTEE

8.01 Responsibility:

- A. Formulate philosophies to guide the Junior Olympic technical program
- B. Develop, write and revise the Junior Olympic Technical Handbook
- C. Respond to technical inquiries for the Junior Olympic Program
- D. Develop the Junior Olympic Compulsory routines for Levels 3-5
- E. Make recommendations to the RAC for qualification guidelines and Junior Olympic Competition schedule
- F. Design content for educational symposiums for the community
- G. Evaluate and advise the RAC on material used for Junior Olympic Judges' training; create educational material as directed
- H. Advise the RAC on format and content for Junior Olympic Judges' Courses
- I. Other duties and projects as identified by the Rhythmic Program Committee

8.02 Membership

- A. IEC Coach (elected within the IEC yearly)
- B. National Judge's Representative
- C. Junior Olympic Development Coordinator (as needed)

8.03 Meetings

- A. The JOTC will meet during national events. Additional meetings will be required depending on the needs of the Handbook, Compulsory development, or other.

ARTICLE 9  
NATIONAL RHYTHMIC JUDGES SELECTION COMMITTEE

9.01 Responsibility: Assign officials to national events

9.02 Membership and Term of Office

- A. National Judge's Representative (2-year term)
- B. Rhythmic Program Director
- C. USA Gymnastics President (non-voting)

ARTICLE 10  
REGIONAL BOARDS

10.01 Each Regional Board shall be composed of:

- A. Regional Chair

- B. Each State Chair
- C. Regional Judging Coordinator
- D. Zone Technical Representative (non-voting)
- E. Other people deemed necessary by each region (non-voting)

10.02 Responsibilities Each Regional Board shall:

- A. Attend the annual regional Board Meeting
- B. Determine the Rules & Policies for the regional competition format when the USA Gymnastics Rules & Policies have relegated the decision to the region.
- C. Rules & Policies have relegated the decision to the region.
- D. Assist in planning and hosting events in the Region
- E. Address concerns within the Region
- F. Recommend Rhythmic topics for National Congress to the RAC .

10.03 Meetings

- A. USA Gymnastics Regional Board will hold one meeting per year at a time called by the Regional Chair.
- B. The Regional Chair will appoint a secretary for each meeting .
- C. Minutes from the Regional Board meeting will be forwarded to the USA Gymnastics Rhythmic Program Director and the Regional Administrative Committee.

ARTICLE 13  
REGIONAL CHAIR

13 Authority :Each region shall elect a Regional Chair, who is given the responsibility for the leadership of the USA Gymnastics Regional rhythmic programs

13.01 Responsibility The Regional Chair shall:

- A. Serve as the USA Gymnastics representative in the Region to insure that the USA Gymnastics Rhythmic Rules and Policies are followed
- B. Be eligible to represent the regional USA Gymnastics professional rhythmic membership on the RAC Committee
- C. Maintain the regional competition reporting system
- D. Maintain the regional finances as directed by USA Gymnastics, submit regional financial reports as required by USA Gymnastics, and distribute region moneys as determined by the Regional Board to facilitate the growth and development of rhythmic gymnastics in the region
- E. Conduct an annual meeting, at an appropriate time, open to all rhythmic professional USA Gymnastics members of the region in order to gather input for the Rhythmic Rules and Policies and to plan region programs
- F. Respond to all requests for information about rhythmic gymnastics in the region
- G. Publish Regional Updates to all USA Gymnastics regional professional members about changes/clarifications to the rules and events
- H. Work closely with Regional Meet Director to insure that the competition is well planned and executed,
- I. Respond in a timely manner to all requests from the USA Gymnastics Rhythmic Program Director and/or the USA Gymnastics President
- J. Established the operating procedures for the Regional Board
- K. Attend the annual USA Gymnastics Congress, funded by Regional finances, when possible
- L. Attend all Regional events and as many state events as possible.
- M. Submit service awards for her Region to USA Rhythmic Program Director by June 1<sup>st</sup> each year

13.02 Term of Office

- A. The Regional Chair shall be elected by all USA Gymnastics Rhythmic Professional members based upon the February USA Gymnastics membership roster of the respective region.
- B. The Regional Chair shall serve a four-year term.

### 13.03 Qualifications

- A. To be eligible to serve as the USA Gymnastics Rhythmic Regional Administrative Chairman, a person must have been a USA Gymnastics Professional member for a period of four years.
- B. If no one in a Region meets the above requirement, the RP Director may make exceptions.

### 13.04 Election Procedures

- A. A Regional Chair, one from each region, is elected to a four-year term by all USA Gymnastics professional members of the respective region based upon the February USA Gymnastics membership roster.
  - a. Even Number Regions (2, 4, and 6) will elect a chairperson in the Spring/Summer of the year preceding the Olympic Games. (2011, 2015, etc.)
  - b. Odd numbered Regions (1, 3, 5) will elect a chairperson in the Spring/Summer of the year following the Olympic Games (2013, 2017, etc.)
- B. All USA Gymnastics Professional members in the respective region are eligible to vote who were registered Professional members as of February in the election year.
- C. The person receiving the highest number of all votes cast shall be declared the Regional Chair.

### 13.05 Vacancies

- A. In the event of the resignation or removal of an elected Regional Chair, the RP Director will call for a vote of the member's constituency in order to elect a member to fulfill that member's term.
- B. In the event of the resignation or removal of an appointed Regional Chair, the RP Director will appoint a USA Gymnastics professional member to fulfill that members term.

## ARTICLE 14 REGIONAL JUDGING COORDINATOR

14 Authority: will contract state and regional judging assignments and any other requests for USAG sanctioned events.

14.01 Responsibility The Regional Judging Coordinator shall:

- A. Work directly with the Regional Chair
- B. Select judges for all Regional Championships in consultation with the Meet Referee and/or Regional Chair (or Board)
- C. Rotate the assignment of judges in the region on a fair and equitable basis,  
These are the considerations for the assigning of judges:
  - 1) Expenses to the meet director
  - 2) Rotate the assignment of judges
  - 3) Availability of appropriate level judges needed
  - 4) Ethical Standards
- D. Maintain a record of the judging assignment in the region for that year and send an updated list of judges' status to the Judge's Representative, Zone Technical Representative, and Regional Chair annually
- E. Notify other Regional Judging Coordinators if contracts are accepted by a judge in their region,
- F. Contract judges for any non-qualifying meets upon the request of a meet director

14.02 Qualification To be eligible for this position, a candidate must be a professional member of USA Gymnastics and hold a US judge's certification for a period of eight years.

14.03 Election The Regional and State Chairs will appoint the Regional Judging Coordinator

## ARTICLE 15 STATE CHAIR

15 Authority The responsibility for providing the leadership of the USA Gymnastics State Rhythmic Gymnastics programs shall be given to the elected State Chair.

15.01 Responsibilities The State Chair shall:

- A. Serve as the USA Gymnastics representative in the state.
- B. Serve as the representative of the state professional USA Gymnastics professional members on the Regional Board
- C. Insure that the USA Gymnastics Rhythmic Rules and Policies are followed in the state.
- D. Maintain the competitive reporting system in the state.
- E. Maintain the state's finances as required by USA Gymnastics.
- F. Respond to all requests for information about rhythmic gymnastics in the state.
- G. Respond in a timely manner to all requests from the Regional Chair and the Rhythmic Program Director.
- H. Establish the operating procedures for the state, in consultation with the Regional Chair
- I. Attend the annual state competition and as many local events as possible.

15.02 Term of Office

- A. The State Chair shall be elected by all USA Gymnastics Rhythmic Professional members based upon the February USA Gymnastics membership roster of the respective state in the Spring/Summer of even numbered years.
- B. The State Chair shall serve a two-year term.

15.03 Qualifications

- A. To be eligible to serve as the USA Gymnastics State Rhythmic Chair, a person must have been a USA Gymnastics Professional member for a period of two years.
- B. If no one in a State meets the above requirement, the Regional Chair may make exceptions

15.04 Election Procedures

- A. In Spring/Summer of each even numbered year, the Regional Chair shall conduct the election for State Chair.
- B. All USA Gymnastics Professional members in the respective State are eligible to vote who were registered Professional members as of February in the election year.
- C. The person receiving the highest number of all votes cast shall be declared the State Administrative Chairman.
- D. In the event that a state has only one (1) competitive Rhythmic club, the Regional Chair will appoint a professional member from the club to serve as the State Chair.

15.05 Vacancies

- A. In the event of the resignation or removal of an elected State Chair, the Regional Chair will call for a vote of the member's constituency in order to elect a member to fulfill that member's term.
- B. In the event of the resignation or removal of an appointed State Chair, the Regional Chair will appoint a USA Gymnastics professional member to fulfill that members term.

ARTICLE 16  
AMENDMENTS

This Operating Code may be amended at any meeting of the USA Gymnastics Rhythmic Program Committee by two-thirds majority of members voting with approval from the USA Gymnastics President.

**RHYTHMIC PROGRAM  
ORGANIZATIONAL CHART**



## USA GYMNASTICS RHYTHMIC PROGRAM

### ELECTION SEQUENCE

<u>YEAR</u>	<u>WHEN</u>	<u>POSITION</u>
2008	Spring/Summer Fall Fall	Regional Chairs 2, 4, 6 Rhythmic representative to BOD Zone Technical & Administrative Reps to RAC
2009	Spring/Summer Spring/Summer	All State Chairs Regional Chairs 1, 3, 5
2010	At Nationals Fall	IEC Chair Judge representative to RPC
2011	Summer At Nationals	RAC Chair IEC Chair
2012	Spring/Summer Spring/Summer At Nationals Summer Fall	All State Chairs Regional Chairs 2,4, 6 IEC Chair Rhythmic Representative To Board Of Directors Zone Technical & Administrative Reps to RAC
2013	Spring/Summer Spring/Summer Summer At Nationals Fall	All State Chairs Regional Chairs 1,3,5 RAC Chair IEC Chair Judge representative to RPC
2014	At Nationals	IEC Chair
2015	Spring/Summer Spring/Summer Summer At Nationals Fall	All State Chairs Regional Chairs 2,4,6 RAC Chair IEC Chair Zone Technical & Administrative Reps to RAC
2016	At Nationals Summer	IEC Chair Rhythmic Representative To Board Of Directors
2017	Spring/Summer Spring/Summer Summer At Nationals Fall	All State Chairs Regional Chairs 1,3,5 RAC Chair IEC Chair Judges representative to RPC