

Minutes
USA Triathlon Board of Directors
Teleconference
October 5, 2015

Board Members Present:

Staci Brode
Ben Collins
Chuck Graziano
Susan Haag
Kevin Haas
Jacqueline McCook
Joel Rosinbum
Barry Siff, President
Kevin Sullivan
Bob Wendling, Ex-Officio
Mike Wien

Staff: Rob Urbach, CEO

Absent: Dave Kuendig and Steven Sexton

Siff called the meeting to order at 8:02 p.m. EST

President's Opening Remarks – Siff discussed the successes at the Chicago ITU event and Milwaukee event, concerns about the demise of short course racing, improved office morale, membership challenges, and the need for strategies to regrow our sport.

Approval of Minutes

Motion (by Sullivan and seconded): To approve the August 7-8, 2015 Meeting Minutes. Approved by unanimous voice vote.

Treasurer's Report – Haas provided summary highlights of the financials to date including a year to date 1% growth in adult membership, and 8% decline in youth participation.

Office Update – Urbach discussed planning for the 2016 budget, a youth hire, the rolling out of a high school program in the Spring, allocating additional resources to youth, the declining number of races but simultaneous retention of members, race cancellation insurance, plans to announce the slate of 2016 national championships this week, plans for a WTS event in 2017, NCAA championship on November 7, 2016, and meetings with various registration partners this week.

New Business

Collegiate Rules Changes - Urbach introduced the attached Collegiate Competitive Rules (2015 Updates).

Motion: (by Haas and seconded) to approve section 5 of the attached amendments to the Collegiate Competitive Rules (2015 Updates) with the following amendments to 5.6.4 and 5.6.4.1: change “PC Open” to “Paratriathlon Open”. Approved by voice vote.

3rd Olympic selection event race

Motion: (by Brode and seconded) to accept Yokohama as the third Olympic selection race event. Approved by unanimous voice vote.

Unfinished Business

Safe Sport Policy

Motion: (by Sullivan and seconded) to approve the attached Safe Sport Policy. Approved by unanimous voice vote.

Bylaws & Governance Updates – Siff mentioned the need for further discussion on large issues such as Board structure and Hearing and Appeals.

Collins joined the call at 9:05 p.m. EST

November Colorado Springs Meeting – Siff discussed the subject matters to be addressed during the meeting and a potential relocation of the meeting.

Conflict of Interest Resolution

Motion: (by Rosinbum and seconded) to approve the attached Conflict of Interest Resolution. Approved by unanimous voice vote.

Elite Membership fees – Urbach discussed the pricing history for elite membership and having the fees track the adult membership fee.

Motion: (by Sullivan and seconded) to increase the annual elite membership fee to \$50.00 in 2016 subject to approval by the AAC. Approved by unanimous voice vote.

Executive Session

Siff stopped the recording for an Executive Session at 9:37 p.m. EST

Returned from Executive Session at 9:58 EST

Motion: (by McCook and seconded) to adjourn. Approved by unanimous voice vote.

Adjourned at 9:59 p.m. EST



COLLEGIATE COMMITTEE

GOVERNANCE AND RESPONSIBILITIES OF THE COLLEGIATE COMMITTEE

AND

COLLEGIATE CLUB COMPETITIVE RULES

USAT Collegiate Triathlon

Web site: <http://www.usatriathlon.org/>

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Updated July 2015

1. **MISSION.** The Collegiate Committee (CC) of USA Triathlon (USAT) works to develop, advance, and promote club level collegiate triathlon. The CC shall encourage competitive excellence and shall provide leadership regionally and nationally in order to foster the continued growth of collegiate triathlon throughout the country.
2. **ROLES, RESPONSIBILITY, AND AUTHORITY.** The Collegiate Committee is the working group of collegiate triathlon tasked by the USAT Board of Directors (Board) to:
 - 2.1. Advise the Board and USAT staff on all matters related to collegiate triathlon.
 - 2.2. Develop and review rules governing collegiate competition to be incorporated into the USAT competitive rules.
 - 2.3. Ensure proper management and direction of collegiate governance and competition nationally and within the 10 geographically distinct Collegiate Conferences described in Section 3.3.
 - 2.4. Ensure rules governing collegiate triathlon are enforced and to exercise discretion in rules enforcement, subject to Board review, where necessary to accomplish the mission of the committee and to ensure fair and safe competition.
 - 2.5. Guide the evolution of collegiate triathlon, by articulating priorities for the development of collegiate triathlon and undertaking long-term strategic planning.
 - 2.6. Hold an annual collegiate summit to discuss strategic initiatives to enhance the professionalism and prestige of Collegiate Triathlon while expanding the accessibility to new clubs and athletes across the country.
3. **DEFINITIONS, GOVERNANCE AND BYLAWS.** The Collegiate Committee serves at the will of the USAT Board of Directors. The CC's may be subject to Board review at the discretion of the Board, and the CC's members may be removed at any time and for any reason by the Board. The Committee is governed by its members, consisting of one representative from each USAT Conference (Commissioners), and a CC Chairperson (Chair). The committee will conduct its business pursuant to USAT bylaws.
 - 3.1. **Collegiate Committee Chair** is responsible for the administration and coordination of the Collegiate Committee in cooperation with the Commissioners.
 - 3.1.1. The Chair is appointed by the President of the Board.
 - 3.1.2. The duties of the Chair include, but are not limited to:
 - i. Setting schedules for conference calls and/or email communications of the CC.
 - ii. Serving as a liaison to the USAT Board of Directors, staff and the CC.
 - iii. Helping resolve problems/disputes at the Conference level.
 - iv. Serving as the representative voice of the CC when needed.
 - v. Serve as a mediator in disputes with and within the CC.
 - vi. Facilitate discussion with key stakeholders on emerging topics of regional and national significance to collegiate triathlon.
 - 3.1.3. The Chair can be removed from his/her position by the President of the Board.

- 3.2. **Collegiate Commissioners.** The Collegiate Commissioners have the responsibility of developing policy and long-term goals for collegiate triathlon, as well as programs to be implemented, taking athletes' input and their best interests into consideration.
- 3.2.1. Commissioner terms are two years in length and run from June 1st of their year of appointment until May 30th two years later. These term dates are established so that the conference nomination process will begin immediately after Collegiate Club Nationals and that the new committee members can be appointed in time for the following academic year.
- 3.2.2. Commissioners are nominated by their respective conferences to the Board for approval and appointment. Each registered collegiate club within a conference will have 1 vote toward nominating their commissioner. The Chair will tally the results from an election and the candidate with the most votes will be nominated to the Board for inclusion in the CC.
- 3.2.3. Nominations for Commissioners for the following Conferences will occur in even numbered years:
South Midwest; Mideast; Mid-Atlantic; Northeast; Florida.
- 3.2.4. Nominations for Commissioners for the following Conferences occur in odd numbered years:
Northwest; West Coast; Midwest; Southeast; Mountain.
- 3.2.5. To preserve the representation of student athletes within the governance of collegiate competition, commissioners must be full time students and members of a registered collegiate club within one year of the start of their appointment to be eligible for nomination from their conference.
- 3.2.6. Each Commissioner shall work for the continued growth of Collegiate Triathlon at both the national level and within their respective USAT Conference. This includes, but is not limited to:
- i. Helping individuals start new clubs at their respective schools
 - ii. Encouraging clubs to join and compete in Conference events
 - iii. Participating in the administration of the Conference.
 - iv. Promoting the improvement of skills and practices for collegiate clubs and athletes.
- 3.2.7. Each Commissioner shall help USAT staff keep a current database of contact information for all registered clubs in their Conference.
- 3.2.8. Each Commissioner shall participate in scheduled CC discussions and conference calls.
- 3.2.9. Additionally, each Commissioner shall prepare a report of activity and growth within his/her conference at least once annually and shall bring matters of concern to the attention of the CC when requested by the Chair.
- 3.2.10. Each Commissioner shall send regular updates to all club representatives ("Club Reps") and the Director of his/her conference and maintain regular communication with the clubs.
- 3.2.11. Each Commissioner will be responsible for reviewing and approving his/her respective Conference racing schedules in accordance with the collegiate rules prior to the beginning of the official race season each academic year.
- 3.2.12. Each Commissioner shall conduct and/or facilitate a discussion inclusive of all Club Reps from his/her conference at the Collegiate Club National Championships.

- 3.2.13. Each Commissioner shall immediately alert the CC to any concerns expressed by the clubs in his/her Conference that may affect Collegiate Triathlon nationally.
- 3.2.14. Each Commissioner shall make every attempt to attend a yearly Collegiate Summit Meeting.
- 3.2.15. Each Commissioner shall also make every attempt to be present at the Collegiate Club National Championships.
- 3.2.16. All Commissioners must exercise his/her responsibilities in a manner that is kind, sensitive, thoughtful, and respectful as outlined under the USAT Board of Directors and Volunteer Code of Ethics. Annually, each member of the CC must sign and return the USAT Code of Ethics.
- 3.2.17. If a Commissioner has been derelict of his/her duties he/she can be removed and replaced by the Board of Directors or the President of the Board. The Chair may recommend removal of a Commissioner for any of the following:
 - i. Failure to attend at least 75% of all conference calls;
 - ii. Routinely failing to provide Conference updates when requested by Chair;
 - iii. Failure to respond to e-mails or communicate with people in their Conference, the CC or USAT staff in a timely manner;
 - iv. Demonstrating inappropriate disrespect to other Commissioners, the Chair, or USAT staff;
 - v. Participating in activities that marginalize or tarnish the CC or USAT.
- 3.2.18. If for any reason a Commissioner needs to be replaced (due to removal or resignation) the Chair in cooperation with USAT staff, and the CC, shall recommend the appointment of an interim Commissioner by the President of the Board.
- 3.2.19. The appointee should meet the CC eligibility criteria and shall serve until the following Commissioner Election cycle.
- 3.2.20. An assistant to the Commissioner will be appointed by the Commissioners to aid the Commissioner in their duties
 - i. Notify commissioners 2 weeks in advance for conference calls
 - ii. The assistant will accompany the chair at all conference calls
 - iii. The assistant will step in when the chair is unable to fulfill their duties
- 3.2.21 Timeline for alterations and amendments being proposed:
 - i. January 1 - All proposed amendments submitted by email to Committee Chair
 - ii. February 1 - Proposed amendments discussed by conference call
 - iii. February 15 - Amendments accepted or rejected by qualifying vote of committee
 - iv. March 1 - All teams notified by national communication of rule changes
 - v. Day after Nationals- Bylaws, including ratified amendments, implemented

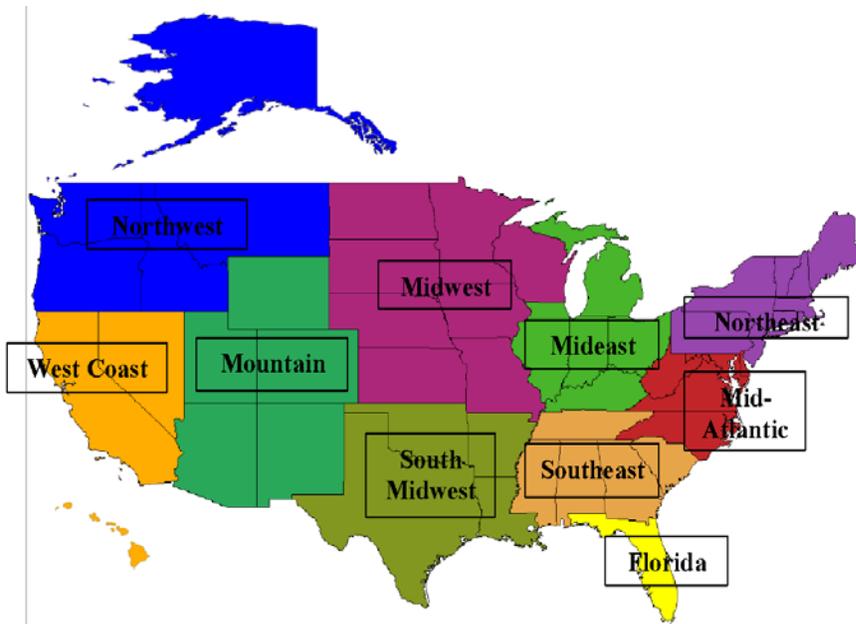
Comment [SC1]: Proposed change: Add an assistant to each Conference Commissioner so we can shoot for 100% attendance on committee calls – each conference can be accounted for on every call.

Comment [SC2]: See above comment

Comment [SC3]: Structure for proposing changes or additions to the rules so they can be implemented by the next competitive season.

3.3. Collegiate Conferences.

- 3.3.1. Collegiate Triathlon is divided into Collegiate Conferences for ease of administration.
- 3.3.2. The name and location of the current Conferences are divided by state and depicted in the following map



- 3.3.3. Each Conference Commissioner shall conduct a conference meeting at least annually to discuss the issues of his/her conference, as well as to schedule the upcoming official race season.
- 3.3.4. Three weeks written notice shall be given to each club in the Conference prior to the meeting.
- 3.3.5. Clubs shall request to place items for discussion on the agenda no later than five days prior to the scheduled meeting.
- 3.3.6. The agenda shall be distributed to all Club Reps no later than five days prior to the meeting.
- 3.3.7. Minutes from conference meetings shall be sent out to all Club Reps no later than 10 days after conference meetings.
- 3.4. There shall be no annual fee for membership in a Conference.

3.5. Collegiate Clubs

- 3.5.1. To participate and score within Collegiate Triathlon events a Club must be:
 - 3.5.1.1. Officially recognized and be in good standing with its school to participate both at Conference events and at the National Club Collegiate Championship.
 - 3.5.1.2. A member in good standing in its Conference, having submitted all proper paperwork, club roster and communications with the Conference Commissioner and USAT staff.
 - 3.5.1.3. Registered as a USA Triathlon Club in good standing, having submitted the appropriate application and club fee to USA Triathlon by January 31st of that year.
- 3.5.2. Schools that have more than one geographically separate and distinct campus, each of which grants a separate degree or has a separate and distinct athletic department, must develop a separate club for each such campus location.

Comment [SC4]: We are trying to hold the clubs to a timeline for certain processes: club renewal at year end and registration for Collegiate Club National Championships.

3.5.2.1. If schools share their sport club program and cannot have separate sport club programs, then the club must seek approval of their club structure by the Collegiate Committee. This would include schools that have shared campuses and joint-degree programs.

3.5.3. For purposes of Collegiate Triathlon and USAT record keeping, each club's name will be the name of the club's school, as recorded in IPEDS (<http://nces.ed.gov/ipeds/>).

Comment [SC5]: This was an issue in the 2014-2105 with Syracuse and SUNY ESF- the colleges are required to share Club Sport programs, but they are recognized as students at their respective schools. The schools do not allow for separate club sport programs. This rule is in place to address any similar situations moving forward. Clubs are allowed to be structured this way if they provide proof to the Committee that their colleges do not allow a separation.

3.6. Collegiate Athletes

3.6.1. To participate as a collegiate athlete within Collegiate Triathlon events, an athlete must meet all of the following requirements at the time of competition:

3.6.1.1. Be a full-time student in good standing at the school that will grant their degree, as defined by the Bursar, or Office of the Registrar at that school.

3.6.1.2. Be a member in good standing with a Collegiate Club as defined by Section 3.5

3.6.1.3. Be a member in good standing with USA Triathlon and Collegiate Triathlon

3.6.1.4. Be an annual member of USA Triathlon.

3.6.2. Athletes who are enrolled full-time during the fall/winter and complete their degree requirements for an advanced degree or are completing their degree in the spring, are eligible to compete in collegiate events held in the spring of the same academic year.

3.6.3. Athletes cannot race for two institutions in the same racing season unless an athlete academically transfers to a different institution. If an Athlete has changed Clubs (through transfer or after graduation) they must compete for the club in which they are currently enrolled as a full-time student and that club must meet the requirement set forth in Section 3.5 of these Rules.

3.6.4. No school or club may develop eligibility requirements that unduly hamper or deny any student from participating as an athlete for such club when the student otherwise satisfies the eligibility requirements of these Collegiate Rules.

3.6.5. Full-time student athletes from a school that does not currently have a registered collegiate triathlon club will be permitted, at the discretion of the race director, to race in conference collegiate competitions as "unaffiliated", but will not be able to earn conference rankings or points and will not qualify for participation in Collegiate Club National Championships.

3.6.6. It is the athlete's responsibility to ensure that they are registered under the appropriate collegiate club in the athlete's online profile with USAT.

3.6.7. Current and former Elite and Collegiate Elite triathletes, who otherwise satisfy the eligibility requirements of these Collegiate Club Rules, are allowed to compete in Collegiate Triathlon events.

3.6.8. International students, who otherwise satisfy all of the eligibility requirements of these Rules, are allowed to compete in Collegiate Triathlon events, including the annual Collegiate Club National Championships.

4. **PETITIONS AND RULINGS.** The CC may provide interpretations and clarifications to the collegiate competitive rules, but may not grant exceptions to any adopted rule or effectively change a rule without prior Board approval or unless expressly allowed herein.

- 4.1. Any collegiate athlete or club who wishes to be provided with an interpretation or clarification of any of the collegiate competitive rules must submit a petition to their Conference Commissioner. All petitions submitted by individuals or clubs must come from the club's designated Club Rep.
- 4.2. The Collegiate Commissioner will forward all petitions to the Chair for a consideration of merits of the petition and, if warranted, subsequent discussion by the CC.
- 4.3. The complete petition must contain all of the following information:
 - 4.3.1. All information relevant to the requested petition;
 - 4.3.2. The name, telephone number and e-mail address of the petitioner;
 - 4.3.3. The appropriate Club Rep of the athletic, club sports, or student club department that is responsible for supervising the athlete's club;
 - 4.3.4. All petitions will be reviewed by the CC and will be resolved within 30 days if the petition is determined to be complete and no additional information is required.
- 4.4. Decisions of the CC may be subject to review by the Board at the discretion of the Board. They may be appealed to the USAT Board of Hearings and Appeals as outlined in the USAT Competitive Rules, Article XI.
 - 4.4.1. An appeal should not be filed with the USAT Board of Hearings and Appeals until the petition has first been reviewed by the CC.
 - 4.4.2. Decisions made by the USAT Board of Hearings and Appeals are final and there shall be no further appeals.

5. COLLEGIATE CLUB COMPETITIVE RULES

5.1. General

- 5.1.1. In order to participate in Collegiate Triathlon events, an athlete must meet the athlete eligibility requirements of Section 3.6 and Collegiate Clubs must fulfill the requirements of Section 3.5. Proof of eligibility criteria must be furnished to USAT and the collegiate committee upon request.
- 5.1.2. In addition to these Rules, Collegiate Triathlon races must follow the competitive racing rules and regulations of USA Triathlon. It is each athlete's responsibility to understand USA Triathlon Competitive Rules and the specific Rules applicable to Collegiate Triathlon. Any individual in violation of the Competitive Rules is subject to a variable time penalty or disqualification.
- 5.1.3. Collegiate athletes may not accept individual cash prizes at Collegiate Triathlon races or events. Cash awards may only be payable to an entire club. However, individual athletes at Collegiate Triathlon events may accept a merchandise awards.

5.2. Club Uniform

- 5.2.1. All athletes racing on behalf of their club must wear an official club uniform from the start to finish of the race.
- 5.2.2. The school's name, nickname, or initials must appear on the club's uniform and must be the largest and most prominent lettering or image on the uniform.
- 5.2.3. Uniforms may be unzipped during competition; however the school's name or initials must remain prominently displayed on the front and back of torso.
- 5.2.4. Athletes who do not follow these standards during a race will receive a variable time penalty as defined in Section 3.7 of USAT Competitive Rules.

5.2.5. For Draft-Legal individual events, athletes must additionally follow the uniform guidelines of USAT competitive rules for draft-legal events.

5.3. Conference Events

- 5.3.1. The racing season for each Conference begins immediately after Nationals and concludes with Nationals of the following year.
- 5.3.2. The Conference racing schedule is organized by the Conference Commissioner and must be approved by a majority of the Club Reps within a conference.
- 5.3.3. All Conference events must be sanctioned by USA Triathlon to be eligible for inclusion in Conference Omnium scoring.
- 5.3.4. Conference events must include at least two of the following disciplines: swimming, cycling, or running.
- 5.3.5. The total distance covered by athletes in each discipline must lie within the following ranges: Swim: 0.4 – 2 km. Bike: 10 – 50 km. Run: 2 – 13 km.

5.4. Conference Omnium Scoring

- 5.4.1. Each Conference shall develop an Omnium scoring system that uses the following as a minimum guideline. The Omnium rules must be approved by majority vote of the Club Reps within the conference before the first scheduled conference event.
- 5.4.2. *Individual Omnium Points* at each Conference event are awarded separately to male and female athletes on a linear scale according to the following formula $Points = 101 - Place$ with a minimum score of (1) for any finisher. The scoring of the women’s and men’s races will be separate, so both the first placed woman and the first placed man will earn 1st place points.

Place	Points
1 st	100
2 nd	99
3 rd	98
10 th	91
99 th	2
100 st	1

- 5.4.3. Men/Women Club Score at conference events is determined by adding up a club’s respective top (4) male/female Individual Omnium Points for the race. In case of a points tie, the club with the most points from their 1st placed male/female will win.
- 5.4.4. Overall Club placing at conference events is determined by adding up the Men and Women Club Score. In case of a points tie, the club with the most points from their 1st placed male and female will win. If still tied, the combined scores of the progressively lower ranked (2nd then 3rd...) placed male & female will be used.
- 5.4.5. *Club Omnium Points* at each Conference event are awarded on a linear scale according to the following formula $Points = 110 - Place * 10$ with a minimum score of 0.

Place	Points
1 st	100
2 nd	90
3 rd	80
10 th	10

- 5.4.6. Draft-legal conference races will award Individual Omnium points, but will not award Club Omnium Points unless the race is held in conjunction with a non-drafting conference event. In that case, Club place for the combined event is determined by adding the top (4) male and (4) female Points from the non-drafting race with the top (1) male and (1) female Points from the draft-legal race.
- 5.4.7. Each conference is required to hold an annual Conference Championship race.
- 5.4.8. Individual and Club Omnium points are doubled for the Conference Championship race.
- 5.4.9. Final Individual and Club Omnium Standings are determined by summation of points earned throughout the racing season. Conference Omnium rules may dictate that only a chosen subset of points will count towards final standings. (Default: Best scores from (#Races/2 rounding down) races plus conference championship points)
- 5.4.10. If there is a tie in final Individual/Club Omnium points, the individual/club with the better placing at conference championship will be ranked higher in final Omnium.
- 5.4.11. Conference Commissioners will compile and certify the final Individual and Club Omnium Standings 2 weeks prior to the date of Collegiate Club Nationals.
- 5.4.12. Collegiate Club Nationals will not factor into Conference Omnium standings.

5.5. Collegiate Club National Championship Eligibility

- 5.5.1. To race at Collegiate Club Nationals, clubs must fulfill the club requirements of Section 3.5 and their athletes must meet the athlete eligibility requirements of Section 3.6 on the day of the championship event.
- 5.5.2. A club or their designated Club Rep must provide proof of eligibility (student ID and transcript, letter from the Office of the Registrar, etc.) for all student-athletes racing in the Collegiate Club National Championships for that school.
- 5.5.3. Unless granted an exemption from their respective Conference Commissioner, athletes must compete in one Conference Event in the season before racing Nationals.
 - 5.5.3.1. Athletes participating in a study abroad program and unable to compete in the minimum conference race (1) requirement must submit a program transcript for confirmation of program participation. This must be submitted to the conference commissioner and passed by the Collegiate Committee as an exemption for Collegiate Club National Championship eligibility.
- 5.5.4. Collegiate athletes can race at Collegiate Club National Championships up to and including 6 times.

Comment [SC6]: Rule to address any study abroad student athletes who are unable to attend a conference race

Comment [SC7]: Instead of a max age, a max participation rule is being implemented. This is to allow for student athletes who might have started college at an older age (e.x. served in the military before attending college)

5.6. The Collegiate Club National Championships will consist of the following events:

- 5.6.1. Draft-Legal Sprint
 - 5.6.1.1. Sprint to Olympic distance draft-legal event (750-1500 meter swim / 20-40km bike / 5-10km run)
 - 5.6.1.2. Maximum of 2 men and 2 women entrants per Club.
 - 5.6.1.3. Conducted in accordance with USAT competitive rules for draft-legal events
 - 5.6.1.4. Athletes must races on compliant road bicycles for draft-legal events as outlined in USAT rules
- 5.6.2. Olympic
 - 5.6.2.1. Olympic distance non-drafting triathlon with multiple waves.

Comment [SC8]: DL Slot Allocation from 3 to 2 so that more teams from each conference can be represented; once the spots are allocated there is a redistribution of the spots to the athletes from a waitlist. *We had a waitlist for the male DL for 2015 and all athletes were able to race.

- 5.6.2.2. No maximum number of entrants per Club if transition area space permits.
- 5.6.2.3. Conducted in accordance with USAT competitive rules for non-elite events.
- 5.6.2.4. Athletes must race on a traditional road or triathlon bicycle. Mountain bikes, hybrids and cruisers are not permitted.

5.6.3. Mixed Team Relay

- 5.6.3.1. Draft-legal team relay event where each competitor in a club of 2 men and 2 women completes a (250-300 meter swim / 5-8km bike / 1.5-2km run) triathlon then tags clubmate.
- 5.6.3.2. Maximum of 2 relay clubs per Collegiate Club.
- 5.6.3.3. Conducted in accordance with USAT competitive rules for draft-legal club relay events.
- 5.6.3.4. Athletes must races on compliant road bicycles for draft-legal triathlon as outlined in USAT rules

5.6.4. PC Open

- 5.6.4.1. The event location and course availability will dictate whether a PC Open wave can be safely offered. All best attempts will be made to have this option available.

Comment [SC9]: Addition of PC Open opportunity at CCNC

5.7. Draft-Legal Sprint Qualification

- 5.7.1. Men/Women Conference Size is defined as the number of clubs from that conference that competed in the previous year's Collegiate Club Nationals with enough racers to earn a Men/Women Club Score.
- 5.7.2. Allocation of starting spots is handled separately for the Men's and Women's event depending on the respective Men's and Women's conference size and Omnium.
- 5.7.3. Where applicable, fractional allocations are rounded to the nearest whole number.
- 5.7.4. Placement into the Collegiate Draft-Legal race is awarded to Clubs through qualification in conference competition.
 - 5.7.4.1. Each conference is allocated a percentage of Collegiate Draft-Legal starting spots proportionally according to Men/Women Conference Size.
 - 5.7.4.2. For a conference allocated N_{DL} spots, the top N_{DL} athletes in the conference Men/Women Individual Omnium Standings will earn their club a Collegiate Draft-Legal spot.
 - 5.7.4.3. Clubs can earn a maximum of 2 spots, so if necessary, spots will roll down to the next best placed athletes. Should there be remaining starting spots left to fill the field; clubs will be granted an exception to exceed 2 per gender based on conference standings. A wait list will be maintained by the Collegiate Committee for allocation of remaining starting spots.
 - 5.7.4.4. Clubs are not required to grant a spot to the athlete that actually earned the spot and may develop their own selection criteria.
- 5.7.5. Any current USAT elite athlete may request, at the discretion of the Collegiate Committee Chair, placement into the Collegiate Draft-Legal race if their club hasn't otherwise been awarded Collegiate Draft-Legal spots.
- 5.7.6. Conferences who do not plan on using their entire allocation for the race may return their spots to be re-allocated at the discretion of the Collegiate Committee Chair.

Comment [SC10]: DL Slot Allocation from 3 to 2 so that more teams from each conference can be represented; once the spots are allocated there is a redistribution of the spots to the athletes from a waitlist. *We had a waitlist for the male DL for 2015 and all athletes were able to race.

Comment [SC11]: Olympic Wave Seeding process—The 80/20 rule was proposed by the Committee. 80% of the Wave 1 slots are allocated to each conference (120 athletes) and the remaining 20% (30 athletes) are awarded to the National "at-large" pool (athletes who are not awarded a Wave 1 slot via the 80% allocation, but are Wave 1 worthy are decided upon by their previous CCNC finish. This will also be a main topic for the face to face meeting the collegiate committee will have in January when they are here. We want the commissioners to be better educated on how they play a crucial role in helping seed the athletes best. It will be emphasized that the Collegiate Commissioners will need to seed the athletes from their conference rankings so that the Committee can then aid in the Wave 1 process.

5.8. Olympic Wave Seeding

5.8.1. Athletes competing in the Olympic race will be seeded in waves according to rankings provided by their Club to their respective commissioners by the earlier of two weeks from their Conference Championship or one week prior to the start of Collegiate Club Nationals.

5.8.2. Men/Women Conference Size is defined as the number of clubs from that conference that competed in the previous year's Collegiate Nationals with enough racers to earn a Men/Women Club Score.

5.8.3. Allocation of Wave 1 spots is handled separately for the Men's and Women's event depending on the respective Men's and Women's conference size and Omnium.

5.8.4. Where applicable, fractional allocations are rounded to the nearest whole number.

5.8.5. 80% of Wave 1 slots are awarded through qualification in conference competition.

5.8.5.1. Each conference is allocated a percentage of Men/Women Wave 1 starting spots proportionally according to Men/Women Conference Size.

5.8.5.2. For a conference allocated N_{W1} spots, the top ($N_{W1} * 0.4$) clubs in the conference Men/Women Club Omnium Standings will earn (2) Wave 1 spots.

5.8.5.3. A conference's remaining Wave 1 spots are awarded to the top athletes in the conference Men/Women Individual Omnium Standings, excluding the top (2) athletes from a club that has already earned allocation through Club Omnium, will earn their club a Wave 1 spot.

5.8.5.4. Clubs can earn a maximum of 4 Wave 1 spots, so if necessary, spots will roll down to the next best placed athletes in Individual Omnium.

5.8.5.5. Clubs are not required to grant a Wave 1 spot to the athlete that actually earned the spot and may develop their own selection criteria.

5.8.6. 20% of Wave 1 slots are awarded through a national at-large pool

5.8.6.1. To be assigned to athletes not awarded a conference Wave 1 slot and will be based on finishing place at the previous year's Collegiate Club Nationals.

5.8.6.2. There shall be no restriction on slots assigned to a single team.

5.8.7. Any current USAT elite athlete may request, at the discretion of the Collegiate Committee Chair, placement into Wave 1 if they have not otherwise been awarded Wave 1 spots.

5.9. Mixed Team Relay Qualification

5.9.1. Overall Conference Size is defined as the number of clubs from that conference that competed in the previous year's Collegiate Club Nationals with enough racers to earn an Overall Club Score.

5.9.2. Placement into the Collegiate Club Relay race is awarded to Clubs through qualification in conference competition.

5.9.2.1. Each conference is allocated a percentage of Collegiate Club Relay starting spots proportionally according to Overall Conference Size.

5.9.2.2. For a conference allocated N_{TR} spots, the top N_{TR} clubs in the conference Overall Club Omnium Standings will earn a Collegiate Club Relay Spot.

5.9.2.3. Relay clubs consist of 2 men and 2 women from the same Collegiate Club.

5.9.2.4. Clubs are not required to grant spots on the relay club to the athletes that actually earned the spots and may develop their own selection criteria.

5.9.3. Conferences who do not plan on using their entire allocation for the race may return their spots to be re-allocated at the discretion of the Collegiate Committee Chair.

5.10. **Summary of Qualification Criteria**

Race	Criteria	Selection
Draft-Legal Sprint	Men/Women Individual Omnium	<ul style="list-style-type: none"> • Top Individuals • Max 2 per club
Olympic Wave 1	Men/Women Club Omnium & Men/Women Individual Omnium	<ul style="list-style-type: none"> • 80% of Spots to top Clubs • 20% of Spots to top Individuals • Max 4 per club
Mixed Team Relay	Overall Club Omnium	<ul style="list-style-type: none"> • Top Clubs • Max 2 clubs

5.11. **Collegiate Club Nationals Scoring**

5.11.1. Finishers in the Olympic race will earn points on a linear scale depending on their official place in the race according to the following formula $Points = 501 - Place$ with a minimum score of 1 for any finisher. Racers that do not finish will not earn points.

Place	Points
1 st	500
2 nd	499
3 rd	498
10 th	491
500 th	1
501 st	1

5.11.2. Finishers in the Collegiate Draft Legal race will earn points on a linear scale depending on their official place in the race according to the following formula $Points = 102 - (2 * Place)$ with a minimum score of 2 for any finisher. Racers that do not finish, including being lapped out on the bike course, will not earn points.

Place	Points
1 st	100
2 nd	98
3 rd	96
10 th	82
50 th	2
51 st	2

5.11.3. The scoring of the women's and men's races will be separate, so both the first placed woman and the first placed man will earn 1st place points.

5.12. **Collegiate Club Nationals Individual Awards**

5.12.1. Top 3 Male & Female finishers in the Collegiate Draft Legal race will honored at awards ceremony

5.12.2. Top 5 Male & Female finishers in the Collegiate Olympic race will honored at awards ceremony

5.12.3. Collegiate Combined Champion Male & Female will be determined by adding up points from the Collegiate Draft Legal and Olympic races. In case of a tie, the best placed finisher in the Olympic race will win.

5.13. Collegiate Club Nationals Club Awards

- 5.13.1. Women’s Club Score will be determined for clubs with at least (4) registered females by adding top (4) female scores from their club in the Olympic race with the top (1) female score from the Collegiate Draft Legal. The highest Women’s Club score will win the Women’s Club Competition. In case of a points tie, the club with the best-placed female finisher in the Olympic race will win.
- 5.13.2. Men’s Club Score will be determined for clubs with at least (4) registered males by adding top (4) male scores from their club in the Olympic race with the top (1) male score from the Collegiate Draft Legal. The highest Men’s Club score will win the Men’s Club Competition. In case of a points tie, the club with the best-placed male finisher in the Olympic race will win.
- 5.13.3. If granted qualification from their conference, athletes may race in both the Olympic and Collegiate Draft Legal race and their scores from both races may be used to construct a Women’s/Men’s Club Score.
- 5.13.4. To encourage clubs to educate their athletes of the USAT competitive rules, if the top (7) Women/Men finishers from their club in the Olympic race are assessed (3) or more variable time penalties, their respective Women’s/Men’s Club Score will be assessed an additional (-500) point penalty.
- 5.13.5. Overall Club Score will be determined by adding the Women’s Club Score with the Men’s Club Score. In case of a points tie, the club with the most points from their 1st placed male & female combined will win. If still tied, the combined scores of the progressively lower ranked (2nd then 3rd...) placed male & female will be used.
- 5.13.6. Top 3 finishers from Collegiate Club Relay race will be honored at awards ceremony but will not factor into the Overall Club Score.

5.14. Summary of Collegiate Club Nationals Awards

Race	Award	Calculation
Draft Legal Sprint	Top 3 Individual (Male and Female)	Finishing Place
Olympic	Top 5 Individuals (Male and Female)	Finishing Place
Combined Champion	Top 1 Individual (Male and Female)	Summation of Olympic and Draft Legal points
Men’s Club	Top 5 Clubs	Top 4 points from Olympic and Top 1 points from Collegiate Draft Legal
Women’s Club	Top 5 Clubs	Top 4 points from Olympic and Top 1 points from Collegiate Draft Legal
Overall Club	Top 5 Clubs	Summation of the Male and Female club scores
Mixed Team Relay	Top 3 Clubs	Finishing Place

USA TRIATHLON

SAFESPORT POLICY HANDBOOK

Recognizing, Reducing and Responding to Misconduct in Sport

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INTRODUCTION

Triathlon encourages a healthy lifestyle and builds self-confidence. Through triathlon, many people have experienced transformative fitness gains.

Unfortunately, sport, including triathlon, can also be a high-risk environment for misconduct. All forms of misconduct are intolerable and in direct conflict with USA Triathlon ideals.

There are six primary types of misconduct covered in this SafeSport Policy Handbook for the purpose of athlete protection:

- Sexual Misconduct
- Physical Misconduct
- Emotional Misconduct
- Bullying
- Harassment
- Hazing

Misconduct may damage an athlete's psychological well-being. Athletes who have been mistreated may experience social embarrassment, emotional turmoil, psychological scars, and loss of self-esteem, and their relationships with family and friends can be negatively affected. Misconduct often hurts an athlete's competitive performance and may cause him or her to drop out of sport entirely.

Any inquiries about the policies contained in this SafeSport Policy Handbook should be directed to the USA Triathlon Senior Governance Affairs and Human Resources Manager.

DEFINITIONS

This section defines key words and concepts used throughout this SafeSport Policy Handbook. The definitions set forth are intended to be universal in nature; however, some definitions vary by state. For example, the legal definition of “child abuse” is determined by each individual state. Guidelines concerning specific states may be found by visiting the Child Welfare Information Gateway www.childwelfare.gov.

Athlete:

- Any competitor or participant that competes or participates in any USA Triathlon licensed competition or USA Triathlon sanctioned event.

Child, children, minor and youth:

- Anyone under the age of 18. Here, “child,” “children,” “minor” and “youth” are used interchangeably.

Coach

- Any adult that has or shares the responsibility for instructing, teaching, training, or advising an athlete in the context of triathlon.

Misconduct:

- Conduct which results in harm, the potential for harm or the imminent threat of harm. Age is irrelevant to misconduct. There are six primary types of misconduct in sport: sexual misconduct, physical misconduct, emotional misconduct, harassment, hazing, and bullying.

USA Triathlon Designee:

- USA Triathlon staff, USA Triathlon Licensed Officials, USA Triathlon Board Members, and any individual that USA Triathlon formally authorizes, approves or appoints (a) to a position of authority over, or (b) to have frequent contact with any athlete, including coaches.

POLICY 1: TRAINING AND EDUCATION

All USA Triathlon Designees must successfully complete awareness training concerning misconduct in sport. Misconduct in sport includes:

- Sexual Misconduct
- Physical Misconduct
- Emotional Misconduct
- Bullying
- Harassment
- Hazing

The training provides a basic understanding of the six types of misconduct.

USA Triathlon Designees are required to successfully complete a USA Triathlon -approved awareness program every two years.

POLICY 2:

CRIMINAL BACKGROUND CHECK

All USA Triathlon Designees shall undergo a criminal background check that complies with the Fair Credit Reporting Act. Through this criminal background check, USA Triathlon will utilize reasonable efforts to ascertain past criminal history. The USA Triathlon Criminal Background Check policy assists USA Triathlon in promoting the safety and welfare of athletes.

PROCESS

The Criminal Background Check Consent and Waiver Release form must be submitted to USA Triathlon's criminal background check vendor and every USA Triathlon Designee must be cleared before he or she may perform services for USA Triathlon. Upon receipt of the Criminal Background Check Consent and Waiver Release form from a USA Triathlon Designee or prospective USA Triathlon Designee, USA Triathlon will request that its vendor perform the criminal background check. As part of its criminal background check, USA Triathlon will:

- (1) verify a person's identification against his or her social security number or other personal identifier;
- (2) perform a national criminal record search; and
- (3) perform a national sexual offender registries search.

POTENTIALLY DISQUALIFYING INFORMATION

Criminal History

USA Triathlon will use a criminal background check vendor to gather information about each USA Triathlon Designee and prospective USA Triathlon Designee's prior criminal history. The information revealed by the criminal background check may disqualify an individual from serving as a USA Triathlon Designee. Any conviction, guilty plea, plea of no contest, deferred sentence, deferred adjudication or similar disposition of any of the following will result in disqualification:

1. Felony Crimes.¹
 - a. Any felony crime involving violence against a person regardless of the amount of time since the offense.
 - b. Any felony crime of a sexual nature or classified as a sex offense regardless of the amount of time since the offense.
 - c. Any other felony crime within the past ten (10) years.
 - d. Any pending felony charge.
 - e. If a felony crime charge is pled down and the crime for which the defendant ultimately was convicted is not a felony as defined above, then it is not a felony for purposes of this policy.

¹ A felony crime is any crime punishable by greater than one year in jail or prison (whether or not a sentence greater than one year in prison or jail is imposed), regardless of how characterized by a jurisdiction. This includes crimes punished by a range, alternate sentencing, or indeterminate sentencing, where the outer range is greater than one year.

2. Misdemeanor Crimes.²

- a. Any misdemeanor crime involving violence against a person within the past seven (7) years.
- b. Any misdemeanor crime of a sexual nature or classified as a sex offense including but not limited to crimes of a sexual nature such as prostitution, pornography, indecent exposure, and crimes in which sexual relations is an element regardless of the amount of time since the offense.
- c. Any two or more misdemeanor crimes involving controlled substances and/or alcohol within the past seven (7) years.
- d. Any other misdemeanor crime involving harm to a minor within the past seven (7) years.

Pending Court Cases

No decision will be made on a USA Triathlon Designee’s or prospective USA Triathlon Designee’s eligibility if he or she has a pending court case for any of the potentially disqualifying offenses until the pending case concludes. If, however, during the case’s pendency, USA Triathlon undertakes an independent investigation and conducts a hearing, any determination may be used to disqualify the USA Triathlon Designee or prospective USA Triathlon Designee.

Full Disclosure

Each USA Triathlon Designee and prospective USA Triathlon Designee has the affirmative duty to disclose his or her criminal history. Failing to disclose or intentionally misrepresenting an arrest, plea or conviction history is grounds for USA Triathlon Designee status revocation or restriction, regardless of when the offense is discovered. USA Triathlon Designees need not disclose arrests in which charges were not filed, charges were dismissed or the USA Triathlon Designee was acquitted; however, USA Triathlon Designees are required to disclose “non-convictions” involving deferred sentences, deferred adjudications or other similar dispositions.

- If a prospective USA Triathlon Designee (1) is arrested, (2) enters a guilty plea or (3) is convicted of a crime other than a traffic offense during the application process, he is required to disclose such information immediately.
- USA Triathlon Designees have the ongoing duty to disclose criminal history. In the event a USA Triathlon Designee (1) is arrested, (2) enters a guilty plea or (3) is convicted of a criminal offense other than a traffic offense, he or she has an affirmative duty to disclose such information immediately to the USA Triathlon Senior Governance Affairs and Human Resources Manager.
- Any USA Triathlon Designee or prospective USA Triathlon Designee who has been banned by another sport organization, as temporarily or permanently ineligible, must self-disclose this information. A failure to disclose is a basis for disqualification.

FINDINGS

Notice of findings will be provided to the Senior Governance Affairs and Human Resources Manager by the background screen vendor when it has completed the criminal background check report.

² Misdemeanor crimes exclude civil motor vehicle infractions, violations.

USA Triathlon’s criminal background check report will return a “red light” or “green light” finding. A green light finding means that the background check vendor located no records that would disqualify the individual. A green light score, however, is not a certification of safety or permission to bypass/ignore other screening efforts. Other disqualifying factors may exist, and can be revealed through other means.

A red light finding means the criminal background check revealed criminal records which suggest the individual “does not meet the criteria” and is not suitable for USA Triathlon Designee status.

Individuals who are subject to disqualification under a “red light” finding may challenge the accuracy of the reported information reported by the criminal background check vendor.

APPEAL TO CRIMINAL BACKGROUND CHECK VENDOR

Any disqualified individual has the right to dispute the findings of the criminal background check directly with USA Triathlon’s approved criminal background check vendor. A disqualified individual may not appeal the disqualification or the results of the findings of the criminal background check vendor to USA Triathlon. USA Triathlon is required by this Criminal Background Check policy to accept the findings of the criminal background check vendor.

Individuals subject to disqualification are excluded from participation as a USA Triathlon Designee and remain subject to further actions by USAT in accordance with the USAT Code of Ethics and Conduct.

EXEMPTION REQUEST TO USA TRIATHLON

Any disqualified individual has the right to seek an exemption from disqualification if his or her disqualifier falls under the misdemeanor crime category defined in 2.b. above. The individual shall demonstrate that the conviction or charge does not violate the spirit of safe sport and that he or she poses no risk to the sport.

In order to seek an exemption from disqualification, contact the USA Triathlon Senior Governance Affairs and Human Resources Manager.

FREQUENCY OF CRIMINAL BACKGROUND CHECKS

Criminal background checks will be refreshed every two years or as otherwise required by law.

AFFIRMATIVE DUTY TO DISCLOSE

If a USA Triathlon Designee is accused, arrested, indicted or convicted of a criminal offense set out above or other criminal offense against a child, it is the duty and responsibility of the USA Triathlon Designee to immediately disclose this information to the USA Triathlon Senior Governance Affairs and Human Resources Manager.

OTHER POTENTIALLY DISQUALIFYING FACTORS

Even if an individual passes a criminal background check, USA Triathlon may determine that an individual may be disqualified and prohibited from USA Triathlon Designee status if the individual has:

- Been held liable for civil penalties or damages involving sexual or physical abuse of a minor;

- Been subject to any court order involving any sexual or physical abuse of a minor, including but not limited to domestic order or protection;
- A history with another organization (employment, volunteer, etc.) of complaints of sexual or physical abuse of minors; or
- Resigned, been terminated or been asked to resign from a position - paid or unpaid - due to complaint(s) of sexual or physical abuse of minors.

REVIEW OF DISQUALIFIERS

USA Triathlon will review its disqualifying factors from time to time or as otherwise required or modified by law.

POLICY 3:

ATHLETE PROTECTION POLICY

COMMITMENT TO SAFETY

Overview

USA Triathlon recognizes that the process for training and motivating athletes will vary with each coach, trainer and athlete, but it is nevertheless important for everyone involved in sport to support the use of motivational and training methods that avoid misconduct.

In the event that any USA Triathlon member either (i) observes misconduct as defined in this SafeSport Policy Handbook or (ii) has reported to him or her allegations of misconduct as defined in this SafeSport Policy Handbook, it is the personal responsibility of the individual to immediately report this to the USA Triathlon Senior Governance Affairs and Human Resources Manager. The USA Triathlon member should not attempt to evaluate the credibility or validity of the allegations as a condition for reporting to USA Triathlon. When potential criminal behavior has been reported to USA Triathlon, USA Triathlon shall report such allegation(s) to law enforcement authorities. Complaints and allegations will be addressed under the USA Triathlon Enforcement Policy set out below.

Application

This Athlete Protection Policy applies to all USA Triathlon members.

USA Triathlon members shall refrain from and are prohibited from engaging in all forms of prohibited conduct and misconduct, which include:

- Sexual Misconduct
- Physical Misconduct
- Emotional Misconduct
- Bullying
- Harassment
- Hazing

PROHIBITED CONDUCT

Sexual Misconduct

Sexual misconduct is defined as:

- (1) Any touching or non-touching sexual interaction that is (a) nonconsensual or forced, (b) coerced or manipulated, or (c) perpetrated in an aggressive, harassing, exploitative or threatening manner;

- (2) Any sexual interaction between an athlete and an individual with evaluative, direct or indirect authority. Such relationships involve an imbalance of power and are likely to impair judgment or be exploitative;
- (3) Romantic or sexual relationships, which began during the sport relationship, between athletes or other participants and those individuals (i) with direct supervisory or evaluative control, or (ii) are in a position of power and trust over the athlete or other participant. Except in circumstances where no imbalance of power exists, coaches have this direct supervisory or evaluative control and are in a position of power and trust over those athletes or participants they coach. The prohibition on romantic or sexual relationships does not include those relationships where it can be demonstrated that there is no imbalance of power. For example, this prohibition does not apply to a pre-existing relationship between two spouses or life partners; or
- (4) Any act or conduct described as sexual abuse or misconduct under federal or state law (e.g. sexual abuse, sexual exploitation, rape).

Note: An imbalance of power is always assumed between a coach and an athlete.

Types of Sexual Misconduct

Types of sexual misconduct include:

- (1) sexual assault,
- (2) sexual harassment,
- (3) sexual abuse, or
- (4) any other sexual intimacies that exploit an athlete. Minors cannot consent to sexual activity with an adult, and all sexual interaction between an adult and a minor is strictly prohibited.

Exceptions

None

Examples

Examples of sexual misconduct prohibited under this Athlete Protection Policy include, without limitation:

- (1) **Touching offenses.** Behaviors that include:
 - (a) fondling an athlete's breasts or buttocks;
 - (b) exchange of reward in sport (e.g., team placement, scores, feedback) for sexual favors;
 - (c) genital contact intended to provide sexual gratification;
 - (d) sexual relations or intimacies between persons in a position of trust, authority and/or evaluative and supervisory control over athletes or other sport participants.

Comment

Authority and Trust. Once the unique coach-athlete relationship is established, the authority and trust on the part of the coach over the athlete shall be assumed, regardless of age. Accordingly, sexual interaction or intimacies between a coach and an athlete or other participant are prohibited, regardless of age, both during coaching and during that period following coaching if an imbalance in power could jeopardize effective decision-making.

- (2) **Non-touching offenses.** Behaviors that include:
- (a) discussing one's sex life with an athlete;
 - (b) asking an athlete about his or her sex life;
 - (c) requesting or sending a nude or partial-dress photo to an athlete;
 - (d) exposing athletes to pornographic material;
 - (e) sending athletes sexually explicit or suggestive electronic or written messages or photos (e.g. "sexting");
 - (f) deliberately or recklessly exposing an athlete to sexual acts;
 - (g) deliberately or recklessly exposing an athlete to nudity (except in situations where locker rooms and changing areas are shared);
 - (h) sexual harassment; specifically, the sexual solicitation, physical advances, or verbal or nonverbal conduct that is sexual in nature, and
 - a. is unwelcome, offensive or creates a hostile environment, and the offending individual knows or is told this; or
 - b. is sufficiently severe or intense to be harassing to a reasonable person in the context.

Child Sexual Abuse

Child sexual abuse is defined as:

- (1) Any sexual activity with a child. Minors cannot consent to sexual activity with an adult, and any sexual interaction between an adult and a minor is strictly prohibited. This includes sexual contact with a child that is accomplished by deception, manipulation, force or threat of force, regardless of the age of the participants, and all sexual interactions between an adult and a child, regardless of whether there is deception or the child understands the sexual nature of the activity.

Note concerning peer-to-peer child sexual abuse: Sexual contact between minors also can be abusive. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power and/or intellectual capabilities.

- (2) Any act or conduct described as child sexual abuse under federal or state law.

Exception

None

Examples

Sexually abusive acts may include sexual penetration, sexual touching or non-contact sexual acts such as verbal acts, sexually suggestive electronic or written communications, exposure or voyeurism.

Physical Misconduct

Physical misconduct is defined as:

- (1) Contact or non-contact conduct that results in, or reasonably threatens to, cause physical harm to an athlete or other sport participants
- (2) Any act or conduct described as physical abuse or misconduct under federal or state law (e.g. child abuse, child neglect, assault).

Exceptions

Physical misconduct does not include generally-accepted coaching methods of skill enhancement, physical conditioning, team building, appropriate discipline or improving athlete performance.

Examples

Examples of physical misconduct prohibited by this Athlete Protection Policy include, without limitation:

- (1) **Contact offenses.** Behaviors that include:
 - (a) punching, beating, biting, striking, choking or slapping an athlete;
 - (b) intentionally hitting an athlete with objects or sporting equipment;
 - (c) providing alcohol to an athlete under the legal drinking age (under U.S. law);
 - (d) providing illegal drugs or non-prescribed medications to any athlete;
 - (e) encouraging or permitting an athlete to return to play pre-maturely following a serious injury (e.g., a concussion) and without the clearance of a medical professional;
 - (f) prescribing dieting or other weight-control methods without regard for the nutritional well-being and health of athlete.
- (2) **Non-contact offenses.** Behaviors that include:
 - (a) isolating an athlete in a confined space (e.g., locking an athlete in a small space);
 - (b) forcing an athlete to assume a painful stance or position for no athletic purpose (e.g. requiring an athlete to kneel on a harmful surface);
 - (c) withholding, recommending against, or denying adequate hydration, nutrition, medical attention or sleep.

Note: Bullying, harassment and hazing, addressed below, often involve some form of physical misconduct.

Emotional Misconduct

Emotional misconduct is defined as:

- (1) A pattern of deliberate, non-contact behavior that has the potential to cause emotional or psychological harm to an athlete. Non-contact behaviors include:
 - a. verbal acts,

- b. physical acts,
- c. acts that deny attention or support.

- (2) Any act or conduct described as emotional abuse or misconduct under federal or state law (e.g. threats, intimidation, stalking).

Exception

Emotional misconduct does not include generally-accepted coaching methods of skill enhancement, physical conditioning, team building, discipline or improving athletic performance.

Examples

Examples of emotional misconduct prohibited by this Athlete Protection Policy include, without limitation:

- (1) **Verbal Acts.** (a) A pattern of verbal behaviors that attack an athlete personally in a degrading or belittling manner or (b) repeatedly and excessively yelling at a particular athlete or athletes in a manner that serves no productive training or motivational purpose.
- (2) **Physical Acts.** A pattern of physically aggressive behaviors, such as (a) throwing sport equipment, water bottles or chairs at, or in the presence of, participants; or (b) punching walls, windows or other objects.
- (3) **Acts that Deny Attention and Support.** (a) A pattern of ignoring an athlete for extended periods of time or (b) routinely or arbitrarily excluding participants from practice.

Note: Bullying, harassment, and hazing, addressed below, often involve some form of emotional misconduct.

Bullying

Bullying is defined as:

- (1) An intentional, persistent and repeated pattern of committing or willfully tolerating physical and non-physical behaviors that are intended, or have the reasonable potential, to cause fear, humiliation or physical harm in an attempt to socially exclude, diminish or isolate the targeted athlete; or
- (2) Any act or conduct described as bullying under federal or state law.

Exceptions

Bullying does not include group or team behaviors that are reasonably designed to (a) establish normative team behaviors, or (b) promote team cohesion.

Examples

Examples of bullying prohibited by this Athlete Protection Policy include, without limitation:

- (1) **Physical behaviors.** Patterns of behavior that include (a) hitting, pushing, punching, beating, biting,

striking, kicking, choking, or slapping an athlete; or (b) throwing at or hitting an athlete with objects such as sporting equipment.

- (2) **Verbal and emotional behaviors.** Patterns of behavior that include (a) teasing, ridiculing, intimidating; (b) spreading rumors or making false statements; or (c) using electronic communications, social media, or other technology to harass, frighten, intimidate or humiliate (i.e., cyber bullying).

Harassment

Harassment is defined as:

- (1) A repeated pattern of physical and/or non-physical behaviors that (a) are intended to cause fear, humiliation or annoyance, (b) offend or degrade, (c) create a hostile environment or (d) reflect discriminatory bias in an attempt to establish dominance, superiority or power over an individual athlete or group based on gender, race, ethnicity, culture, religion, sexual orientation, gender expression or mental or physical disability; or
- (2) Any act or conduct described as harassment under federal or state law.

Exceptions

None

Examples

Examples of harassment prohibited by this Athlete Protection Policy include, without limitation:

- (1) **Physical offenses.** Patterns of behavior that include (a) hitting, pushing, punching, beating, biting, striking, kicking, choking or slapping an athlete or participant; or (b) throwing at or hitting an athlete with objects including sporting equipment.
- (2) **Non-physical offenses.** Patterns of behavior that include (a) making negative or disparaging comments about an athlete's sexual orientation, gender expression, disability, religion, skin color, or ethnic traits; (b) displaying offensive materials, gestures, or symbols; or (c) withholding or reducing playing time to an athlete based on his or her sexual orientation.

Hazing

Hazing is defined as:

- (1) Coercing, requiring, forcing or willfully tolerating any humiliating, unwelcome or dangerous activity that serves as a condition for (a) joining a group or (b) being socially accepted by a group's members; or
- (2) Any act or conduct described as hazing under federal or state law

Exception

Hazing does not include group or team activities that are reasonably designed to (a) establish normative team

behaviors or (b) promote team cohesion.

Examples

Examples of hazing prohibited by this Athlete Protection Policy include, without limitation:

- (1) requiring, forcing or otherwise requiring the consumption of alcohol or illegal drugs;
- (2) tying, taping or otherwise physically restraining an athlete;
- (3) sexual simulations or sexual acts of any nature;
- (4) sleep deprivation, otherwise unnecessary schedule disruption or the withholding of water and/or food;
- (5) social actions (e.g. grossly inappropriate or provocative clothing) or public displays (e.g. public nudity) that are illegal or meant to draw ridicule;
- (6) beating, paddling or other forms of physical assault;
- (7) excessive training requirements focused on individuals on a team.

Comment: Activities that fit the definition of hazing are considered to be hazing regardless of an athlete's willingness to cooperate or participate.

WILLFULLY TOLERATING MISCONDUCT

It is a violation of this Athlete Protection Policy if a USA Triathlon member knows of misconduct in violation of this Policy, but fails to report such misconduct to the USA Triathlon Senior Governance Affairs and Human Resources Manager.

VIOLATIONS

Violations of the Athlete Protection Policy shall be reported pursuant to the Reporting Policy and will be subject to penalties by the USA Triathlon Board of Hearings and Appeals.

POLICY 4: REPORTING

USA Triathlon members shall report any misconduct as defined in USA Triathlon Athlete Protection Policy or this SafeSport Policy Handbook that he or she observes or that has been reported to him or her to the USA Triathlon Senior Governance Affairs and Human Resources Manager, in addition to law enforcement as required by any state or federal reporting requirements.

“Whistleblower” Protection

Regardless of whether the allegation(s) is proven, USA Triathlon will support the complainant(s) and his or her right to express concerns in good faith. USA Triathlon will not encourage, allow or tolerate attempts from any individual to retaliate, punish or in any way harm any individual(s) who reports a concern in good faith. Such actions against a complainant may be grounds for disciplinary action.

Bad-Faith Allegations

Submitting a knowingly false allegation is prohibited and may violate state criminal law and civil defamation laws. Such reports will be considered a violation of USA Triathlon SafeSport Policy Handbook and may be subject to penalty by USA Triathlon’s Board of Hearings and Appeals.

Additional Considerations Regarding Reporting Sexual Misconduct

Grooming

Because sexual abusers often “groom” children for abuse – the process used by offenders to select a child, to win the child’s trust (and the trust of the child’s parent or guardian), to manipulate the child into sexual activity and to keep the child from disclosing abuse – it is possible that a USA Triathlon member may witness behavior intended to groom a child for sexual abuse. All questions or concerns related to inappropriate, suspicious or suspected grooming behavior should be directed to the USA Triathlon Senior Governance Affairs and Human Resources Manager.

Peer-to-Peer Sexual Abuse

Approximately 1/3 of all child sexual abuse occurs at the hands of other children and the obligation to report extends to peer-to-peer child sexual abuse. Whether or not a sexual interaction between children constitutes child sexual abuse turns on the existence of an aggressor, the age difference between the children, and/or whether there is an imbalance of power or intellectual capabilities. If you have any concerns that an interaction between children may constitute sexual abuse, report it to the USA Triathlon Senior Governance Affairs and Human Resources Manager.

REPORTING PROCEDURE

To Whom to Report

All reports must go to the USA Triathlon Senior Governance Affairs and Human Resources Manager. In some cases state and federal law imposes a duty to report any allegation of child physical or sexual abuse to relevant law enforcement authorities.

How to Report

USA Triathlon will take a report in the way that is most comfortable for the person initiating a report including an anonymous, in-person, verbal or written report. Regardless of the method of reporting, it is helpful to USA Triathlon to get the following information: (1) the name of the complainant(s); (2) the type of misconduct alleged; (3) the name(s) of the alleged victim(s); and (4) the name(s) of the individual(s) alleged to have committed the misconduct.

Individuals may complete an Incident Report Form. Information on this form will include:

- 1) the name(s) of the complainant(s)
- 2) the type of misconduct alleged
- 3) the name(s) of the alleged victim(s)
- 4) the name(s) of the individual(s) alleged to have committed the misconduct
- 5) the approximate dates the misconduct was committed
- 6) the names of other individuals who might have information regarding the alleged misconduct
- 7) a summary statement of the reasons to believe that misconduct has occurred

A copy of the USA Triathlon Reporting Form can be found at <https://membership.usatriathlon.org/safesport>.

CONFIDENTIALITY AND ANONYMOUS REPORTING

Confidentiality

To the extent permitted by law, and as appropriate, USA Triathlon will handle any report it receives confidentially and discretely and will not make public the names of the complaint(s), potential victim(s), or accused perpetrator(s); however, USA Triathlon may disclose such names on a limited basis when conducting an investigation or reporting to law enforcement authorities.

Anonymous Reporting

USA Triathlon recognizes it can be difficult to report an allegation of misconduct and strives to remove as many barriers to reporting as possible. Anonymous reports may be made without the formality of completing an Incident Report Form:

- by completing the Reporting Form without including their name; or
- by expressing concerns verbally to the USA Triathlon Senior Governance Affairs and Human Resources Manager.

Anonymous reporting may make it difficult for USA Triathlon to investigate or properly address allegations.

HOW REPORTS ARE HANDLED

Suspicions or Allegations of Child Physical or Sexual Abuse

Reporting to Law Enforcement and/or Child Protective Services

USA Triathlon reports all allegations of child physical or sexual abuse to law enforcement authorities. USA Triathlon does not attempt to evaluate the credibility or validity of child physical or sexual abuse as a condition for reporting to appropriate law enforcement authorities. As necessary, however, USA Triathlon may ask a few clarifying questions of the person making the report to adequately report the suspicion or allegation to law enforcement authorities.

* For mandatory reporting laws, visit www.childwelfare.gov.

Misconduct and Policy Violations

USA Triathlon addresses alleged SafeSport Policy Handbook violations and misconduct, including Athlete Protection Policy (see Policy 3, Page 10 above) violations, that are not reportable, punishable, and/or prosecuted under relevant state or federal law.

USA Triathlon may also investigate allegations of child physical or sexual abuse that are reportable, if such investigation does not interfere with any ongoing criminal investigation or prosecution for abuse. Such allegations may include:

- Abuse reported outside the relevant statutes of limitation
- Allegations of abuse that were reported to authorities, but: (a) legal authorities did not press criminal charges; or (b) criminal charges were filed, but not pursued to trial.

INVESTIGATION

Following USA Triathlon's receipt of an allegation of SafeSport Policy violations or misconduct, including Athlete Protection Policy violations, USA Triathlon may investigate the allegation.

NOTIFICATION

Following USA Triathlon's receipt of a credible allegation involving SafeSport-related misconduct, USA Triathlon may consider the circumstances in which it will notify other parents of athletes with whom the accused individual may have had contact. In USA Triathlon's discretion, and as appropriate, USA Triathlon may notify relevant staff members, contractors, volunteers, parents, and/or athletes of any such allegation that (1) law enforcement authorities are actively investigating; or (2) that USA Triathlon is investigating. Advising others of an allegation may lead to additional reports of child physical or sexual abuse and other misconduct.

POLICY 5

ENFORCEMENT

ENFORCEMENT

The enforcement of the policies contained in this SafeSport Policy Handbook fall under the jurisdiction of the USA Triathlon Board of Hearings and Appeals. As such, Article XV of the USA Triathlon Bylaws govern the enforcement phase and set forth the penalties that may be imposed for any violation of this SafeSport Policy Handbook, subject to any departures deemed reasonable and necessary by the Board of Hearings and Appeals.

Neither civil nor criminal statutes of limitation apply to reports of cases of sexual abuse under the jurisdiction of the USA Triathlon Board of Hearings and Appeals.

Subject: Eliminating the time and administrative yearly burden resulting from USAT Colleagues failure to complete, file, or update their annual Conflict of Interest form (COI) in a timely manner as required by USAT's Code of Ethics and Conduct.

Background: According to USAT's Code of Ethics and Conduct, Section II A. 2:

For all Ethical matters and issues (Sections IV-XII), "Colleague" shall mean all USAT directors, officers, regional council members, committee members, volunteers, and representatives of USAT member organizations in matters that involve or are governed by USAT.

Also, USAT's Code of Ethics and Conduct, Section VII. B. 2 states:

A Colleague's failure to complete, file, or update USAT's annual Conflict of Interest (COI) form in compliance with USAT's procedures by the applicable deadline shall result in the suspension of that Colleague's membership until the Colleague is in compliance.

For the last few years, USAT staff, the Ethics Committee Chair, and Board Members have sent several email reminders in to August concerning the above COI requirements to all Colleagues seeking compliance. In addition, for the last two years, the Board has unanimously approved resolutions "to enforce USAT's Code of Ethics and Conduct, Section VII. B. 2 and suspend the membership in the Committee(s) on which they serve of all Colleagues, except those on the Hall of Fame Voting Committee, who have not complied with the COI requirements described above."

Financial Impact: None

Relevant & Affected By-Laws and Procedures: USAT's Code of Ethics and Conduct, Section VII. B. 2.

Whereas, each year some USAT Colleagues have not complied with the above-referenced COI requirements despite repeated requests, USAT's Code of Ethics and Conduct, and Board Resolutions, therefore, be it:

Resolved that USA Triathlon Board vote to require all USAT Colleagues, except those on the Hall of Fame Voting Committee, comply with their yearly COI requirements (set forth in USAT's Code of Ethics and Conduct, Section VII. B. 2) before serving as a member on any USAT Committee(s).

Submitted by Kevin Sullivan, USAT Ethics Committee Chairperson