



# OFFICIALS ASSEMBLY

Administrative Manual

**USA VOLLEYBALL**

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## Article I. NAME

The name of this structure is the Officials Assembly (“OA”) of USA Volleyball (“USAV”).

## Article II. COMPOSITION, VISION, MISSION, ROLES & RESPONSIBILITIES

### 2.01 Composition:

- A. The OA shall be comprised of those officials from the beach, indoor, and sitting volleyball disciplines which comprise the USAV Regional Volleyball Associations (RVA) voting delegates. The designation of voting delegates is explained in Addendum A.
- B. Up to three (3) international athletes, chosen by the USAV ACC, with at least one-half (1/2) of these international athletes being 10-year athletes as defined in the USAV bylaws and the remaining international athletes 10 year+ athletes, comprising one-third (1/3) voting power of the assembly.

2.02 **Vision: Contribute** towards being a world-class organization in the recruitment, education, certification, deployment, and retention of officials in all disciplines of volleyball.

2.03 **Mission: The** OA shall contribute towards the training, educating, supporting, and certifying volleyball officials through the development and maintenance of programs and materials. This mission supports two different constituencies: Regional Officiating Programs and the National Officiating Program, each with differing needs and objectives.

### 2.04 Roles & Responsibilities: The OA shall:

- A. Work with the USAV CEO, USAV staff, and other USAV substructures to promote and stimulate the growth of new and existing volleyball officials in all disciplines and at all levels of the sport.
- B. Populate various committees within the USAV structure.
- C. Develop, support, and recommend standards and competencies to ensure high-quality officiating in all disciplines of volleyball.
- D. Provide input on guidelines for officials’ ethics and behavior consistent with the goals and objectives of USAV.
- E. Solicit information from other officials’ organizations in developing officiating policies and programs.
- F. Develop and recommend policies and guidelines for the use of officials at the USAV National Championships and other volleyball competitions. Recommendations shall be forwarded to the USAV CEO and Director of Officials Development for review and consideration.
- G. Propose and help implement changes in the OA administrative manual.
- H. Elect the OA Chair. Candidate and election procedures are outlined in **Addendum B**.
- I. Elect one additional representative to the USAV Administrative Council.

- J. Elect the Officials Representative to the USAV Board of Directors. Candidate and election procedures are outlined in **Addendum C**.
  - K. Elect constituent representatives to the OA Administrative Council. Candidate and election procedures are outlined in **Addendums D-J**.
- 2.05 **Meeting:** The **OA** may meet once in May at the USAV Annual Meetings (subject to budget approval).

## Article III. ADMINISTRATIVE COUNCIL

### 3.01 The Administrative Council (AC)

The AC is the planning, administration, and organizational body of the OA.

**A. Membership:** The AC shall consist of the following members:

1. Chair, OA (Elected, with vote)
2. Chair, International Officials Commission (Ex Officio, voice, no vote)
3. Chair, National Indoor Officials Commission (Ex Officio, voice, no vote)
4. Chair, National Beach Officials Commission (Ex Officio, voice, no vote)
5. At-large RVA Indoor Referees Representative (Elected, with vote)
6. At-large RVA Indoor Scorers Representative (Elected, with vote)
7. At-large RVA Beach Officials Representative (Elected, with vote)
8. At-large National Indoor Referees Representative (Elected, with vote)
9. At-large National Indoor Scorers Representative (Elected, with vote)
10. At-large National Beach Officials Representative (Elected, with vote)
11. At-large ParaVolley Officials Representative (Elected, with vote)
12. Officials Board of Director Representative (Ex Officio, voice, no vote)
13. OA Representative to the USAV Administrative Council (Ex Officio, voice, no vote)

**B. Membership Requirements:** Every member of the AC shall be required to:

1. Be a current registrant of a USAV Region free from any suspensions or holds;
2. Have currently cleared the USAV-approved Background Screen; and
3. Have current SafeSport training.

**C. Roles & Responsibilities:** The AC shall:

1. Recommend policy and professional standards for USAV-certified officials to the USAV Director, Officials Development.
2. Act as a resource for USAV staff and board committees.
3. Work in collaboration with the Officials Commissions to:
  - a. Review and give feedback on the development, certification, and assignments of volleyball referees, scorers, and support officials at international, national, and regional levels.

- b. Review and give feedback on training materials and a certification structure to be used by the RVA's.
  - c. Assist other volleyball organizations in developing programs for officials as requested and appropriate.
  - d. The purpose and role of each Commission is outlined in **Addendum K**.
4. Provide recommendations to the USAV Board of Directors through the Officials Director representative and Director, Officials Development.
  5. Ensure the AC elections are conducted in a timely manner.

**D. USA Volleyball Administrative Council:**

1. One representative will be the currently seated OA Chair.
2. One representative will be elected by the OA, with the length of the term being a quadrennium, which is a four-year period that coincides with the Olympic & Paralympic Games. The term shall be four years, with the election occurring by no later than June 30 of the 4<sup>th</sup> complete calendar year of the quadrennium. The representative is eligible for re-election.

**E. Appointment, Election, and Term of Office:**

Appointed positions are appointed by the CEO in consultation with the OA Chair and USAV's Director of Officials Development. **Subject to OA approval unless ex officio.**

For those elected positions, see **Addendum D-J** for candidate eligibility and election procedures.

Elected position terms shall be as follows:

1. Four years beginning July 1, 2022, and ending June 30, 2026:
    - a. At-large RVA Indoor Referees Representative;
    - b. At-large National Indoor Scorers Representative;
    - c. At-large National Beach Officials Representative; and
    - d. At-large ParaVolley Officials Representative
  2. Four years beginning July 1, 2020, and ending June 30, 2024, with subsequent terms of four (4) years beginning July 1, 2020.
    - a. Chair, OA;
    - b. At-large RVA Indoor Scorers Representative.
    - c. At-large RVA Beach Officials Representative; and
    - d. At-large National Indoor Referees Representative
  3. The appointed Commission Chairs will serve a quadrennium, which is a four-year period that coincides with the Olympic & Paralympic Games. The term shall be four years with the election occurring by June 30 of the 4<sup>th</sup> complete calendar year of the quadrennium. The representative is eligible for re-appointment.
  4. There is no limit on the total number of terms a representative may serve
  5. Each individual can only hold one position on the AC at a time.
- F. Chair:** The OA shall elect a Chair from among its voting delegates by a majority of those voting and shall be eligible for re-election.

1. The Chair may be removed for cause by the affirmative vote of three-quarters (3/4) of the total voting power of the AC.
  2. If at any time the Chair either resigns or the office of Chair otherwise becomes vacant, the OA shall elect a new Chair from among its membership to serve the balance of the term. A majority vote of the OA voting members shall fill the office.
  3. The Chair shall:
    - a. Serve as the Chair of the AC
    - b. Serve as a representative on the USA Volleyball Administrative Council
    - c. Compile and distribute the agendas for meetings.
    - d. Conduct the meetings in accordance with commonly accepted rules of order.
    - e. Serve as or appoint, as appropriate and necessary, Assembly liaisons to other USA Volleyball groups upon request.
- G. **Voting:** Each AC member, excluding Ex-Officio members, shall have one vote.
1. There shall be no absentee or proxy voting.
  2. Approval of motions shall require a majority vote of the AC voting members present at a properly called AC meeting at which a quorum is present.
  3. A majority vote is subject to athlete requirements in Addendum L
- H. **Meetings:** The AC will meet electronically and may meet in person once a year (subject to budget approval). Electronic meetings shall be subject to the same procedures as in-person meetings. All meetings are subject to the requirements in Addendum L
- I. **Notice of Meetings of the AC (“Properly Called Meeting):** Notice of any meeting of the AC shall be given to the entire AC by the Chair of the AC or by the Chair’s designee. Notice of each meeting of the AC, stating the call-in information/access, day and hour of the meeting, along with the agenda and any supporting materials, shall be given to each AC member at the member’s business address (or such other address provided by the member for such purpose) at least thirty (30) days before the time designated for the meeting. If mailed, such notice shall be deemed given when deposited in the United States mail, with postage thereon prepaid. If transmitted by facsimile or electronic transmission, such notice shall be deemed to be given when the transmission is sent.
- J. **Special Meetings: Special** meetings of the AC may be called by the Chair of the Assembly or by the written request of any five (5) AC members. The Chair will select an appropriate time for a special meeting in accordance with the Manual.
- K. **Action without a Meeting:** Any action which may be taken at any regular or special meeting of the AC, upon notice to the entire AC, may be taken without a meeting if at least two-thirds (2/3) of the voting members of the AC cast ballots in writing or electronically, subject to athlete voting requirements in addendum L. A majority of the votes cast shall determine the action of the AC. The results of such action shall be filed with the minutes of the proceedings of the AC.
- L. **Quorum:** A simple majority of the total voting power of the AC, including a minimum of one athlete, shall constitute a quorum for the transaction of business at any meeting of the AC, and the vote of a majority of those present shall be the act of the AC.
- M. **Attendance and Removal of Members:** An AC member is expected to prioritize attendance at meetings. An AC voting member may be removed if three (3) consecutive absences from meetings occur without being excused by the Chair. Removal must occur by a majority vote

of those voting members present at a properly called meeting at which a quorum is present.

An AC voting member may also be removed with or without cause, which shall require an affirmative vote of at least two-thirds (2/3) of the total voting power of the AC (excluding the voting power of the member in question). In addition, if removed, the person shall have those hearing and appeal rights proscribed in the USAV Bylaws.

- N. **Vacancies:** When a position becomes vacant, it shall be filled as expeditiously as reasonable by election or appointment in accordance with this manual.

## Article IV. BUDGET

- 4.01 The USAV Director Officials Development will consult with the Chair on a proposed budget for the OA and AC. Budget requests generally would include items such as:
  - A. Administrative and meeting expenses of the OA and the AC.
  - B. Travel expenses for approved personnel to meetings.
- 4.02 Receipts for approved expenditures shall be submitted to the USAV Director, Officials Development for review and approval.
- 4.03 The USAV Director, Officials Development shall be responsible for regularly monitoring the OA and AC expenditures to ensure compliance with the approved budget and will keep the Chair appraised.

## Article V. AMENDMENTS

- 5.01 Authority: This Assembly Manual may only be amended by a majority vote of the AC voting members present at a properly called meeting of the AC at which a quorum is present with such amendment being subject to approval by the USAV Board of Directors.

## Article VI. COMPLIANCE

- 6.01 The OA is a substructure of USA Volleyball; if there is an actual or apparent discrepancy between this administrative manual and the USAV Bylaws and USAV Op-Code, the USAV Bylaws and USAV Op-Code shall prevail. The Board of Directors has authorized Administrative Manuals to delineate each substructure's specific policies, procedures, and functions. Administrative Manuals shall be consistent with the governing documents of the Corporation. Each substructure shall ensure its Administrative Manual is updated annually and submit changes to the USAV Administrative Council for review and approval by the Board of Directors.

# ADDENDUM A

## OFFICIALS ASSEMBLY DELEGATE MEMBERS

**The OA shall be comprised of the following:**

A. Each RVA shall be allowed the following OA delegate members:

1. A maximum of two (2) voting delegates representing indoor officials;
2. A program that trains and/or certifies beach officials (as approved by USAV) shall be allowed one (1) additional voting delegate; and
3. An RVA with certified World ParaVolley (WPV) officials shall be allowed one (1) additional voting delegate.

\*The maximum number of OA delegate members for an RVA is four (4).

B. Each member of the AC (13 members) shall be a voting delegate if not already designated as a delegate from an RVA.

**Membership Requirements. Delegates must:**

- A. Be a current registrant of a USAV Region free from any suspensions or holds;
- B. Have currently cleared the USAV-approved Background Screen;
- C. Have current SafeSport training; and
- D. Hold at a minimum a provisional volleyball official certification and/or hold a related Officials leadership position (not required for athlete members).

**Voting:** Each eligible delegate shall have voice at the OA Annual Meeting and one (1) vote in elections for which delegates are accorded vote. There shall be no absentee or proxy voting. See Addendum L for Athlete Weighted Vote Procedure.



# ADDENDUM B

## OFFICIALS ASSEMBLY CHAIR CANDIDATE & ELECTION PROCEDURES

A. Candidates for this position must meet all the following criteria:

1. Be a current member of a USAV Region free from any suspensions or holds;
2. Have currently cleared the USAV-approved Background Screen;
3. Have current SafeSport training; and
4. Be a delegate member of the OA and/or held an officiating leadership position in an RVA.
5. Willing to serve as both the OA and AC Chair.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the USAVAC Nominating Committee (NC) or its designee.
2. The OAAC Chair or his/her designee shall assist the NC in sending notices electronically to all OA delegates, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. This information will be posted on USAV's website.
3. By May 15 interested individuals must submit a completed nomination application to the Nominating Committee who will verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15 an online election shall be conducted by the OAAC Chair or his/her designee.
5. Balloting procedure. Election shall require a simple majority, subject to the Athletes voting (addendum L) of the votes cast by members eligible to vote. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot another ballot shall be distributed excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The OA Chair shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected OA Chair shall be filled by a new election to fill the remainder of the term. The election as outlined in item B above shall be conducted as quickly as possible.

# ADDENDUM C

## USAV BOARD OF DIRECTORS CANDIDATE & ELECTION PROCEDURES

- A. Selection: The OA shall make a reasonable effort to identify a minimum of two (2) nominees to the USAVAC Nominating Committee (NC) for the available Board position, with self-nomination also encouraged. A self-nomination received by the NC shall be submitted to the OA for inclusion in the OA process for submitting its slate of candidates to the NC. The NC will evaluate the nominees against both the General and the Minimum Criteria, taking the opportunity to solicit additional information from the nominee or others as useful and determine whether the nomination shall go forward or not. In the event a nominee was judged by the NC to fail to meet the criteria, the nominee shall have the right to request and receive the rationale. The NC shall forward the final slate of qualified nominees to the OA to conduct the election under the direction of the NC.
- B. Candidates should meet or exceed the following criteria:
1. Recent leadership role with an established volleyball officials' organization.
  2. Member in good standing with a volleyball officials' organization.
  3. Demonstrate significant involvement with a broad spectrum of volleyball officiating programming.
  4. International, national, and/or state championship level officiating experience preferred.
  5. Be a current registrant of a USAV Region free from any suspensions or holds.
  6. Have currently cleared the USAV-approved Background Screen; and
  7. Have current SafeSport training.
- C. Nomination and Election Process:
1. By March 1, under the direction of their NC, the AC Chair or their designee shall send a letter electronically to all National (Indoor & Beach), Junior National (Indoor), Zonal (Beach), and International WPV announcing a call for Board nominations, describing the minimum criteria specified in this Manual accompanied by a nomination form. Moreover, this information will be posted on USAV's website.
  2. By April 1, interested individuals must submit a completed nomination application to the NC. Self-nomination shall be permitted. Interested individuals are responsible for the cost of the background screen.
  3. By May 1, the NC shall forward the final (approved) slate of candidates to the AC Chair or his/her designee.
  4. By May 15, the AC Chair, or their designee, shall assist the NC in electronically distributing the final approved slate of candidates and their applications and resumes/vitae to the OA, national officials, and regional commissioners.
  5. At the Assembly, the AC Chair or their designee shall conduct the candidate discussion part of the Assembly:
    - a. Each candidate may address the Assembly for up to three (3) minutes.
    - b. After all candidates have addressed the Assembly, the Assembly shall conduct a question and answer session of the candidates for up to thirty (30) minutes.

- c. After all candidates have given comments, the Chair, Nominating Committee, or their designee shall explain the online voting procedures and timeline approved by the AC. It shall ensure this information is electronically distributed to all delegates within 48 hours following the adjournment of the Assembly.
- 6. By no earlier than June 5 and no later than June 15, an online election conducted by the Nominating Committee shall be held.
  - a. Balloting procedure: Election shall require a simple majority of the votes cast, subject to Athlete voting (Addendum L), by delegates eligible to vote following the voting procedures and timeline approved by the NC.
  - b. Each delegate may only cast one (1) vote per ballot, and proxies shall not be permitted.
  - c. If a majority is not obtained, a new ballot shall take place, excluding the candidate with the fewest votes on the previous ballot. The process shall continue until a candidate receives a majority of the votes cast.
- D. Term: The term shall be four years, with election occurring by no later than June 30 of the 3<sup>rd</sup> complete calendar year of the Quadrennium. USAV board representative shall serve up to two (2) consecutive terms. There is no limit on the total number of terms a representative may serve. For the avoidance of doubt, a representative having served two (2) consecutive terms (any portion of a term being considered a full term) would not be eligible for election again until being absent from the USAV board for four (4) years.
- E. Vacancies: A vacancy during the term of the Officials' Director shall be filled per the USAV Bylaws.

## ADDENDUM D

### AT-LARGE RVA INDOOR REFEREES REPRESENTATIVE CANDIDATE AND ELECTION PROCEDURES

A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Must hold an RVA indoor referee leadership position.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the AC Chair or their designee.
2. By April 15, the AC Chair or designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. The USAV Director, Officials Development will work with the election's individual to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, including those of the RVA Referee Group. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large RVA Indoor Referee representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large RVA Indoor Referee representative shall be filled by a new election to fulfill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

## ADDENDUM E

### At-Large RVA Indoor Scorer Representative Candidate and Election Procedures

A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Must hold an RVA indoor scorer leadership position.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the AC Chair or their designee.
2. By April 15, the AC Chair or their designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. The USAV Director, Officials Development will work with the election's individual to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, including those of the RVA Scorers Group. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large RVA Indoor Scorers representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large RVA Indoor Scorers representative shall be filled by a new election to fulfill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

## ADDENDUM F

### At-Large RVA Beach Officials Representative Candidate and Election Procedures

A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Must hold an RVA beach official leadership position.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the AC Chair or their designee.
2. By April 15, the AC Chair or their designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. The USAV Director, Officials Development will work with the election's individual to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, including those of the RVA Beach group. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot, another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large RVA Beach Official representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large RVA Beach Official representative shall be filled by a new election to fulfill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

## ADDENDUM G

### At-large National Indoor Referees Representative Candidate and Election Procedures

A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Be a currently certified Junior National/National indoor referee.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the AC Chair or their designee.
2. By April 15, the AC Chair or their designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. The USAV Director, Officials Development will work with the election's individual to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, which are all Junior National/National level Indoor Referees. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot, another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large National Indoor Referee representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large National Indoor Referee representative shall be filled by a new election to fulfill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

## ADDENDUM H

### At-large National Indoor Scorers Representative Candidate and Election Procedures

A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Be a currently certified National indoor scorer.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the AC Chair or their designee.
2. By April 15, the AC Chair or their designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. The USAV Director, Officials Development will work with the election's individual to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, which are all National Indoor Scorers. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot, another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large National Indoor Scorers representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large National Indoor Scorers representative shall be filled by a new election to fulfill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

## ADDENDUM I

### At-large National Beach Officials Representative Candidate and Election Procedures



A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Be a currently certified Zonal/National beach official or Zonal beach official.

B. Nomination and Election Process:

1. The AC Chair or their designee shall conduct the nomination and election process.
2. By April 15, the AC Chair or their designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. The USAV Director, Officials Development will work with the election's individual to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, which are all Zonal/National level Beach Officials. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot, another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large National Beach Official representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large National Beach Official representative shall be filled by a new election to fulfill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

## ADDENDUM J

### At-Large ParaVolley Officials Representative Candidate and Election Procedures

A. Candidates for this position must meet all the following criteria:

1. Be a current registrant of a USAV Region free from any suspensions or holds.
2. Have currently cleared the USAV-approved Background Screen.
3. Have current SafeSport training.
4. Be a currently certified World ParaVolley (WPV) official or held and/or holding a WPV official's leadership position.

B. Nomination and Election Process:

1. The nomination and election process shall be conducted under the direction of the AC Chair or their designee.
2. By April 15, the AC Chair or their designee shall send notice electronically to all potential candidates specified in A.4 above, noting the position opening, criteria, nomination, election information, position responsibilities, and nomination form. In addition, this information will be posted on USAV's website.
3. By May 15, interested individuals must submit a completed nomination application to the person identified to run the election. USAV Director, Officials Development will work with the individual running the election to verify eligibility to run for the position.
4. No earlier than June 5 and no later than June 15, an online election shall be conducted by the AC Chair or their designee.
5. Balloting procedure. Election shall require a simple majority of the votes cast by members eligible to vote, which are all current or retired WPV officials. Each member may only cast one (1) vote per ballot, and proxies shall not be permitted. If a majority is not obtained on the first ballot, another ballot shall be distributed, excluding the candidate with the fewest votes on the previous ballot. The process shall be repeated until a candidate receives a majority of the votes cast.

C. Term:

The At-Large ParaVolley Official representative shall serve a four-year term beginning July 1 of the election year. There is no limit on the total number of terms a representative may serve.

D. Vacancies:

A vacancy during the term of the elected At-Large ParaVolley Official representative shall be filled by a new election to fill the remainder of the term. The election, as outlined in item B above, shall be conducted as quickly as possible.

# ADDENDUM K

## Commissions

The purpose and roles of each Officials Commission are as follows:

International Officials Commission:

Provide feedback, advice, and input in training materials, recruitment, evaluations, mentoring of candidates, assignments, and selections for the beach, indoor, and sitting referees, scorers, and line judges.

National Indoor Officials Commission:

Provide feedback, advice, and input in program development, recruitment, certification, and training indoor and sitting officials for USAV National level officials and assist USAV Regions in developing training and certification programs, as requested.

National Beach Officials Commission:

Provide feedback, advice, and input in program development, recruitment, certification, and training for beach and beach Paravolley officials for USAV National level Beach officials and assist USAV Regions in developing training and certification programs, as requested.

# ADDENDUM L

## Athlete Weighted Vote Procedure

The current Sports Act requires 1/3 Athlete representation, with at least ½ being 10-year athletes in all Designated committees, as defined in USAV bylaws. The USAV Assemblies are considered designated committees because they elect BOD representatives. The USOPC and the ACC have granted a waiver to allow Assemblies with more than 11 members to use weighted athlete voting to meet the 1/3 requirement. The following is the required process for voting at all meetings using weighted voting and conducting online voting for actions without a meeting.

### **Regular meetings:**

- A. Requirements to hold a regular meeting as defined in the Assembly manuals, whether in person or electronically.
  1. At least one athlete must be present.
  2. A quorum is defined as the majority of the total voting members.
  3. Roll call is taken at the start of each session to calculate the weighted vote given to each athlete present.
    - Athletes share 1/3 of the voting power present (round up as needed)
    - All athletes will get a weighted vote equal to one-half the number of voting Assembly representatives present.
    - 10+ year athletes will be given at least 50% of those athletes' weighted votes present.
      - RVAA Example: 25 RVAA reps and two athletes present.
      - Athletes get 13 votes, 6.5 per athlete, so round up to 7
      - 39 (25+14) total votes, 13/39 = 33%
  4. The meeting can progress under normal procedures as the weighted vote is now set for the meeting or session (if multiple days or sessions).
    - If any member fails to vote, they are considered abstentions. This is because they are deemed present (for quorum purposes only) but chose not to vote, so a majority would be only of votes cast.
  5. If voting takes place immediately after the conclusion of a meeting, only those athletes present in roll call would retain the predetermined weighted vote share.
- B. Special meetings held in person or online with proper notice as described in the USAV bylaws or Admin manuals would also follow the above procedures.

### **Online voting for actions without a meeting**

- A. These are generally limited to specific motions that need quick action between meetings.
- B. The Assembly guidelines describe the limitations, requirements, and the ability for any voting member to object, after proper notice, to the consideration of the motion without a meeting.
- C. A voting window of at least five (5) days must be provided; therefore, every athlete in the assembly would get an equal share of the 1/3 vote, with 50% given to 10+ athletes.

- D. Since each member could potentially vote electronically if they choose to abstain, not vote, etc., they all are considered an abstention and not votes cast to satisfy any minimum voting response requirements.