

Indiana Swimming Operational Rules

TO CHANGE OPERATIONAL RULES & POLICIES

- a. These rules may be changed by majority vote (after twenty (20) days written notice to all voting members of the Indiana Swimming House of Delegates) of those delegates attending any regular or special meeting of the House of Delegates. When USA SWIMMING House of Delegates enacts rules that should be reflected in this section, they will be inserted at the next printing.
- b. Any motion presented on the floor of any Indiana Swimming House of Delegates or Board of Directors meeting which would make a significant change in Indiana Swimming policy may not be voted on at that meeting unless twenty (20) days notice has been given all voting members of the body who will vote on the motion. Such notice shall be in writing and mailed to the official mailing address of all voting members of the aforementioned body. If any two (2) voting members of the body, who are present, feel the motion would make a significant change in policy, then any vote shall be delayed until proper notice has been given.

GENERAL

1. I.S. shall hold Age Group and Senior Championship meets in the Short Course and the Long Course season.
2. Championship and non-championship Age Group meet formats and rules shall be recommended on a seasonal basis by the Technical Committee.
3. Senior Championship meet formats will be recommended on a seasonal basis by the Technical Committee.
4. The Technical Committee shall meet after the Championship Meets of the season and study any problems that have occurred. They shall make recommendations for the following seasons. They may appoint three (3) observers at each Championship Meet and ask for their recommendations.
5. Sequence of Indiana Championship meets will be recommended on a seasonal basis by the Technical Committee.
6. Indiana Swimming will use the current National Time Standards for the Short and Long Course seasons.
7. A "Top 10 Times" list, both age group and senior will be published as often as feasible.
8. Awards will be presented annually in the following categories: *Method of selection will be decided by the Awards Committee*
 - a. Male and female outstanding swimmers
 - b. Outstanding age group swimmers
 - c. Barton Award (outstanding contributor to the sport)
 - d. Jim Clark Memorial Coach Award
 - e. Dick Marquess Memorial Officials Award
 - f. Jim Hartzler Memorial Award (outstanding contribution in any area)
 - g. Any award acknowledging National recognition by a swimmer (to first time national attendees)
- 5/96 h. Athlete's Appreciation Award to be awarded at the Spring Senior State Championships to a non-athlete volunteer or coach as voted on by the athletes.
9. The Treasurer, the Chairman of Indiana Swimming, and the Executive Director are authorized to sign checks.
10. ISI officers are limited to spending \$10.00 on expenses without prior authorization from the Board of Directors.
11. Any funds received from fines levied by any committee shall go into the senior travel fund. Disbursements from this fund will be recommended by the Senior Committee and/or Technical Committee and approved by the ISI House of Delegates.

Indiana Swimming Operational Rules

12. Indiana Swimming shall make funds available for Senior travel to national championships when it has qualified swimmers who are going, if such funds are available. The \$5.00 surcharge at State Meets shall be allocated as follows: \$1.00 to the Travel Fund, \$0.75 to the Awards Fund to defer cost of Recognition Awards, \$0.50 to Camps & \$2.75 goes towards the Senior State Host Stipend.
- 2/94
8/07
4/96 A 1997 increase in membership fees of \$4 will be added to the Travel Fund.

Specific schedules of funding shall be approved each year by the Indiana Swimming House of Delegates. The Technical Committee and/or the Senior Committee shall make recommendations to this House each year relative to how such schedules should be set.

In order to receive travel money:

- a. Parents' or legal guardians' bonafide residence must be in Indiana and the swimmer currently competing and training with chartered Indiana Swim Club, or, the swimmer has continuously competed and trained for at least two (2) years in the Indiana program and is currently training and competing in the current season with an Indiana Swimming chartered club.
- 5/97 b. A swimmer must participate in at least a State Championship Meet during the season of reimbursement
or
(3) ISI scheduled invitationals in the short course season
(2) ISI scheduled invitationals in the long course season.
- c. If the swimmer received or will receive travel funds from other sources, such amount must be declared on the application.
- d. Each request is subject to the approval of the Senior and General Chairmen of Indiana Swimming.
- e. For reimbursement, Travel Form must be sent to the Indiana Swimming Office within thirty (30) days after meet. Reimbursement applies to only five championship meets: Long Course & Short Course National & Junior Championships, and the U. S. Open. (If a swimmer participates in both National & Junior Championships during same season, a swimmer may be reimbursed for both meets.)

13. National Championships and Olympic Trials

Indiana Swimming must make the bids to Host these meets. In the case where these meets may be assigned to a club or facility/club and when Indiana Swimming plays a major role in planning, officiating, and producing said events:

- a. The two parties come to a mutually agreeable fee structure.
- OR**
- b. Indiana Swimming shall receive half (1/2) of the entry fees, one half (1/2) of the gate, and be totally in charge of the time trials and revenue from same.

The Host organization shall retain sponsorship money, USA SWIMMING money, vendor money plus one half (1/2) of the gate and half (1/2) of the entry fee.

MEETS

1. A deadline of Dec. 1st for Long Course meets and May 1st for Short Course meets has been established. This deadline is the last date that meets can be added to that respective season's schedule. Only closed competitions or duals can be scheduled after these dates. Closed competition is defined as a meet with five or less clubs in attendance, including the host club.
2. A "Closed Meet" features 5 or fewer teams in attendance and does not have to be included in the schedule.
3. USA SWIMMING sanctions or approvals or observations are required for all competitions.
4. Entry blanks shall not be official without sanction or approval number.
5. \$50.00 fine for not putting sanction or approval number on entry letter before being sent out.
6. Sanction or approval applications will be approved and signed by the respective Age Group or Senior Chairman.
7. The Age Group Vice-Chairman has the authority to make on the spot changes in the scheduled meet when necessary. Such changes should then be approved by the Board of Directors.

Indiana Swimming Operational Rules

8. Entry fees and surcharges will follow USA SWIMMING Rule Book and/or recommendations by the Technical Committee and Board of Directors. *The Current Schedule can be found on the Sanctioning Checklist document (www.inswimming.org/files/forms/sc.pdf)*
 9. Invitational meets are to be limited to eight hours of continuous competition and ten hours of split session competition or 1200 individual entries per day during the Short Course season and 1500 individual entries per day during the Long Course season. 12 & Unders: Competition is limited to 4 hours (exception is championship meets).
 10. Non-Championship meets may be divided into A, B, C and Invitational classifications. There may be bottom cuts in "B" competition. Other meets may be permitted upon review of the appropriate age group or senior committees or by approval of these two chairmen and the Technical Committee.
 11. There are no restrictions on relays in an "A" meet. However, in "B" competition, a relay swimmer may compete only in the stroke in which he has not achieved the "A" standard prior to the entry deadline.
 12. All Open Meets with time standards -- Meet Directors must send ISI Office name and home club of individual swimmers failing to achieve the time standards or who are disqualified and who were unable to verify the times within ten (10) days.
- 9/98 Acceptable verifications are official results or signed time cards from sanctioned competition, as spelled out in Rule 13 of the Indiana Swimming Operational Rules (below).
- For failing to submit adequate proof for individual events, a \$6.00 fee will be imposed on the club for each swimmer in each event. On deck payment is \$5.00. (Each host club may keep \$1.00 for each fine they collect). In addition, if fee is not paid within 30 days, the club will be penalized \$50.00. If fees and late fines are not paid within 60 days, club and swimmers will be suspended. At State Championship Meets, a non-refundable \$100.00 fine is imposed if the missed cut is not proven before that day's finals. Each host club may keep \$20.00 for each fine they collect. The Senior Circuit missed cut fine is \$10.00 prior to 15 minutes before the start of finals and \$50.00 each missed cut not proven prior to finals.
13. Any swimmer, swimming an event, is eligible for awards regardless of whether minimum cuts are made at the meet. Missed cut penalties are defined in Rules 12 above.
- 9/98 NOTE: Acceptable verifications are results from meets that have either the host clubs' name or IUPUI Natatorium in the upper left of each page. Verification slips, time cards, timing system tapes or photocopies of such which are signed and dated by the referee will also be accepted.:
- a. USA SWIMMING sanctioned, approved, or observed meets
 - b. High School or Junior High School Dual and Championship meets sanctioned by the IHSAA.
 - c. YMCA and YWCA Dual and Championship Meets sanctioned by the YMCA or YWCA
 - d. NCAA Dual and Championship meets sanctioned by the NCAA.
14. USE OF A PROVABLE TIME FOR A PARTICULAR EVENT THROUGHOUT THE SWIMMER'S PARTICIPATION IN THE INDIANA SWIMMING AGE GROUP PROGRAM:
- A specific time achieved for a particular event, which meets the current requirements for acceptable proof, may be used by the swimmer to satisfy time standard requirements for that event at any stage of his/her participation in the Indiana Swimming Program regardless of the swimmer's age when the specific time was achieved.
- EXCEPTION: A time may not be used for the purpose of satisfying time standard requirements for Indiana Swimming Age Group, Senior, or Semi-State Championships unless such time was achieved in the current competitive season or the season immediately preceding the current season.
15. USE OF A TIME STANDARD ACHIEVEMENT IN A PARTICULAR EVENT FOR SATISFYING A TIME STANDARD REQUIREMENT IN THE COMPETITIVE SEASON WHICH FOLLOWS SUCH ACHIEVEMENT:
- a. A swimmer who achieves a particular time standard level for a particular short course event with a provable time may use such provable achievement to satisfy proof requirements for the comparable time standard level for the comparable Long Course event in the Long Course season which immediately follows such achievement.

Indiana Swimming Operational Rules

- b. A swimmer who achieves a particular time standard level for a particular Long Course event with a provable time may use such provable achievement to satisfy proof requirements for the comparable time standard level for the comparable Short Course event in the Short Course season which immediately follows such achievement.
- c. CLARIFICATION FOR STATE MEET PROOFS: A swimmer must use the same type of time for proof as the entry time. The qualifying period is always listed in the entry letter.
16. PERMISSIBLE VERIFICATION PROCEDURE FOR USA SWIMMING SANCTIONED MEETS OUTSIDE INDIANA:
When one or more registered Indiana Swim Clubs enter a USA SWIMMING Sanctioned swim meet outside of Indiana, the club or clubs may elect a coach or a parent from any registered Indiana swim club as a representative to compile accurate times on all Indiana participants. Such representative may sign such times lists and submit them to Indiana Swimming, in lieu of signed event cards or a published final result sheet, for "Top 10 Times" and all "A" and "B" meet time verifications. Such list may not be used for time verifications in championship competitions unless countersigned by a member of I.S. who is specifically appointed for such purpose.
17. "No Time" entries will not be encouraged for any invitational swim meet.
18. Meet sponsors shall pay the Indiana Swimming Office 7-1/2% of the total gross entry fee and send them a copy of the financial report.
19. Summaries must be sent to the Age Group or Senior Chairman, Swim Office, Administrative Chairman, the National Top 16 Tabulator, the Indiana Top 10 Chairman, the OVC Chairman, and all participating coaches within ten (10) days after the meet.
20. The United States Swimming Bylaws state that, "failure to pay fees within the time prescribed prevents competition, representation, and vote by the delinquent member. Continued failure to pay such fees is cause for termination of membership. "Meet sanctions will not be issued to those clubs with an outstanding sanction report, result, or fine."
- 7/97 DUALS: There shall be a fifty dollar (\$50.00) fine imposed on all host clubs who do not get their dual meet sanction reports and results in within ten (10) days.
- 7/97 INVATIONALS: There shall be a one hundred dollar (\$100.00) fine imposed on all host clubs who do not get their invitational sanction reports and results in within ten (10) days.
21. When a protest is filed with the Indiana Swimming Chairman pursuant to Section 103.14 of the USA SWIMMING Code, it must be accompanied by a twenty-five dollar (\$25.00) fee to be considered. This filing fee shall be returned if the protest is upheld. This does not apply to "Letters of Information" to inform I.S. of poorly run meets or infractions of the rules.
22. When meets must be postponed or cancelled, the following shall apply:
- a. If a meet or portion thereof is cancelled due to weather or other conditions beyond the control of the host club:
- (1) If the meet has started and conditions beyond the control of the host club (such as thunderstorms for an outdoor meet or civil defense ordering an indoor meet not to operate due to a winter storm) cause a meet to delete events or postpone them until later, the host club shall not be obliged to return entry fees for those events.
 - (2) If the entire meet is cancelled, the host club shall be obliged to return the entry fees.
 - (3) If the entire meet is rescheduled, the host club shall contact all entrants and inform them of the rescheduled dates. If the entrant can still participate, the host club shall keep the entry fees and honor the entry.
- If the entrant cannot participate on the new date, the host club shall be obliged to return the entry fees. No entrant, once stating that he cannot participate on the new date, should expect to have a spot held in the meet for a later entry.
- b. If the meet is held, even during inclement weather, the host club shall not be obliged to return entry fees.