

## **Proposed Standing Committee by Curt Oppel, Admin. Vice Chair**

The Policies and Procedures Committee

March 4, 2018

- A. General Concept - I propose the creation of a standing committee for the purpose of reviewing, revising and restructuring the ISI Policies and Procedures. This committee would be a committee of four people. The purpose of the committee would be review all current ISI Policies and Procedures, not including the Board policies, and revise the policies into a single updated, comprehensive and consistent document.
- B. Rationale - The reason for the committee is because:
- Several of the Sections of the ISI Policies and Procedures have not been reviewed or updated in many years. For example, Section G, Officials, contains many items that are not currently relevant and are inconsistent with current USA Swimming concepts. Section G does not reflect the existence of the ISI Officials Committee and how it's structured.
  - There are redundancies and inconsistencies exist between the individual Sections and the Sections need to be coordinated.
  - To make the ISI Policies and Procedures consistently written and formatted.
  - It would benefit the interpretation of the Policies and Procedures to have common table of contents and definitions that are used through all Sections.

The Committee would consist of:

- Curt Oppel the drafter
- Cindy Opitz, the editor
- Bobby Kelley, ISI Secretary
- One Athlete

This is not a short-term project. This project could take six months, if not a year.

The Committee would begin by researching how other LSC have formatted and structured their policies and procedures and make a recommendation to the Board on a new single document.

The Committee would work with the relevant ISI Committees to determine contents of each Section of the Policies and Procedures.

The Committee would periodically report its progress to the Board and enable the Board to provide its comments on the progress of the revised ISI Policies and Procedures.

The final document would be presented to the Board for approval and then to the House of Delegates for adoption.