Proposal template: Proposal must include both the current and new language if applicable.

Current bylaw or policy section and language:

7.4 Standing Committees and Coordinators

.3 NOMINATING COMMITTEE

A. CHAIR - The Chair shall be elected annually by the Nominating Committee from among its own members.

B. MEMBERS — The immediate past General Chair shall serve as a member of the committee. The House of Delegates shall annually elect at least five individuals to the Nominating Committee to serve a one-year term, with a sufficient number of athletes so as to constitute at least twenty percent (20%) of the voting membership of the Committee. Terms shall commence at the conclusion of the meeting at which members were elected and end when their successors assume office. If any member of the Nominating Committee resigns or otherwise becomes unable to participate in its affairs, the General Chair, with the advice and consent of the Board of Directors, shall appoint a successor to serve until the next meeting of the House of Delegates. No individual shall be eligible to serve more than six (6) consecutive years on the Nominating Committee until after a lapse of two years. A portion of any term served to fill a vacancy in the position shall not be considered in the computation of the successive term limitation. In no case shall the General Chair serve on the Nominating Committee.

C. QUORUM - A quorum for any meeting of the Nominating Committee shall consist of a majority of its voting members.

D. DUTIES –

(1) To nominate Board members, Administrative Review Board members, and other coordinator or chair positions to be elected by the House of Delegates consistent with the matrix of skills, demographics, and talents needed.

(2) To publish the slate of candidates to the SDSI membership at least twenty (20) days prior to the election. Additional nominations may be made from the floor of the House of Delegates by voting members of the House of Delegates.
.4 GOVERNANCE COMMITTEE -

A. CHAIR - The Chair shall be elected annually by the Governance Committee from among its own members.

B. MEMBERS - The Governance Committee members shall be appointed by the General Chair with advice and consent of the Board of Directors. The Committee shall be comprised of at least three members with a sufficient number of athletes so as to constitute at least twenty percent (20%) of the voting membership of the Committee. Each non-athlete member shall serve a three-year term. Terms shall be staggered such that approximately one-third (1/3) of members are appointed each year.

C. DUTIES– It shall be the duty of the Governance Committee to:

1. Assist in periodic evaluation of the mission and vision statements and the Bylaws of SDSI;
2. Aid in the development of operating policies regarding conflict of interest (Board and staff), document retention, ethics, whistle-blower, procurement, contract review, grievance and other employment-related practices, etc.;
3. Aid in the development of personnel practices procedure including job descriptions and annual review of staff (if applicable);
4. Assist in shaping the Board’s agenda based on the strategic plan;
5. Aid in the development of expectations and processes for accountability of Board members;
6. Develop criteria for the qualities and required characteristics of Board officers;
7. Lead Board succession planning by working with the Nominating Committee to assess current and anticipated needs for Board composition;
8. Design and implement Board orientation and an ongoing program of Board education and development; and
9. Lead periodic assessment of the Board’s performance (as a whole and of individual members) and make recommendations to enhance Board effectiveness.
Proposed bylaw or policy section and language:

I propose combining these into a singular committee.

.3 GOVERNANCE COMMITTEE

A. CHAIR - The chair shall be elected annually by the Governance Committee from among its own members.

B. MEMBERS -
The Governance Committee members shall be appointed by the General Chair with advice and consent of the Board of Directors. The Committee shall be comprised of 3 members with a sufficient number of athletes so as to constitute at least twenty percent (20%) of the voting membership of the Committee. Each member shall serve a three-year term, staggered so that one-third (1/3) of such members are appointed each year. No more than one-half (1/2) of the Governance Committee members shall be members of the SDSI Board of Directors at any given time. After completion of two consecutive terms, members are not eligible for re-appointment to the Governance Committee until after a lapse of two years. A portion of any term served to fill a vacancy in the position shall not be considered in the computation of the successive term limitation. In no case shall the General Chair serve on the Governance Committee.

C. QUORUM - When making nominations, a quorum for any meeting of the Governance Committee shall consist of a majority of its voting members. For all other meetings, a quorum shall consist of those members present and voting.

D. DUTIES
(1) To assist in periodic evaluation of the mission and vision statements and the Bylaws of SDSI;
(2) To aid in the development of operating policies regarding conflict of interest (Board and staff), document retention, ethics, whistle-blower, procurement, contract review, grievance and other employment-related practices, etc.;
(3) To aid in the development of personnel practices procedure including job descriptions and annual review of staff;
(4) To ensure that the Board’s focus remains on the strategic plan;
(5) To aid in the development of expectations and processes for accountability of Board members;
(6) To develop criteria for the qualities and required characteristics of Board officers;
(7) To lead Board succession planning by assessing current and anticipated needs for Board composition and identifying and recruiting potential Board members;
(8) To nominate Board members, Administrative Review Board members, and other coordinator or chair positions to be elected by the House of Delegates consistent with the matrix of skills, demographics, and talents needed;
(9) To publish the slate of candidates to the SDSI membership at least twenty (20) days prior to the election. Additional nominations may be made from the floor of the House of Delegates by voting members of the House of Delegates; 
(10) To design and implement Board orientation and an ongoing program of Board education and development; and 
(11) To lead periodic assessment of the Board’s performance (as a whole and of individual members) and make recommendations to enhance Board effectiveness.

Rationale:

When we adopted the new USA Swimming bylaw template, we had a Nominating Committee, but not a Governance Committee. The new template required the creation of a Governance Committee. The new template had two options:

- A Governance and a Nominating Committee
- A Governance Committee that was responsible for the functions of the Nominating Committee.

I propose we combine those functions into a singular committee rather than having two separate committees.