

ACROBATICS ELITE COMMITTEE CHARTER

1. The USA Gymnastics Acrobatic Elite Committee ("EC" or "Committee") is an operating committee under the USA Gymnastics Bylaws. The Committee will work with the appropriate USA Gymnastics staff persons as set forth herein, such staff persons will be overseen by the Acrobatic Program Director.
2. **COMPOSITION.** The Committee consists of one National Elite Committee Chair, three (3) Elite coach representatives, plus appropriate athlete representative voting members. The following chart shows the composition of the Committee.

Committee	Voting or Non-voting
National Elite Committee Chair (NECC)	Voting
National Elite Committee Coach Representative	Voting
National Elite Committee Coach Representative	Voting
National Elite Committee Coach Representative	Voting
Athlete Representatives (2)	Voting
High Performance Coordinator	Non-voting Advisor
Acrobatic Program Director	Non-voting Advisor

3. **COMMITTEE DUTIES.** The NEC will:
 - a. Develop and maintain all aspects of the Elite program nationally. Work in conjunction with National Technical Committee concerning technical aspects, competition format, and rules and regulations with the elite program. This includes recommending level mobility, and minimum difficulty standards, rules, etc. for the elite levels.
 - b. Work in conjunction with the National Development Committee concerning technical aspects, competition format, and rules and regulations of the Elite Program.
 - c. Organize and develop the National Teams, including working closely with the High-performance coordinator, Clinicians, and/or any National coaching staff.
 - d. With the assistance of Selection Committee work to develop and maintain selection procedures for the International Club Team (ICT), Age Group 11-16 (when applicable), Junior National Teams 12-18 and 13-19, and Senior National Teams and submit to the Acro Program Committee.
 - i. Make recommendations to the Selection Committee on the development of selection criteria and procedures regarding athletes.
 - ii. Recommend coaches, judges, and support staff for World Cups and other international events and competitions.

4. Recommend APC coaching candidates for FIG academy courses. In conjunction with the High-performance coordinator to;
 - a. Set goals for the development of the Acrobatic Elite Program nationally and internationally.
 - b. Support the development of Elite athletes and coaches for success at World Championships and other prestigious competitions
 - c. With additional input from National office, help coordinate National Team training camps
5. Work to Develop coaches' educational resources
 - a. Recommend subject and content for national and regional clinics, training camps, and congresses.
 - b. Each EC member is expected to be an educational resource for the community. Acting as clinician, developing and presenting educational materials including but not limited to: biomechanics/skill technique, drills and conditioning, flexibility, daily training regimens, mental training, and competition preparation.
 - c. Presentations should be formatted in ways that maximize the outreach of education to the community and shared accordingly.
6. Work in conjunction with the National Development Program Committee on Development program considerations.
7. Evaluate new elements, in coordination with the National Technical Committee, for use within the US acro program.
8. **DUTIES OF THE CHAIR:** The Chairperson of the NEC will:
 - a. Serve as a voting member of the Acrobatics Program Committee.
 - b. Serve as a liaison between the National Elite Committee and the Program Committee/Selection Committee.
 - c. Represent the National Elite Committee on all sub-committees as necessary.
 - d. Prepare and distribute the agenda to the National Elite Committee in a timely manner for each National Elite Committee Meeting
 - e. Organize and direct the activities of the National Elite committee
 - f. Effectively communicate information with all Elite coaches across the country

9. ELECTION PROCEDURES. NEC Chair Election process

- a. NECC The NEC Chairperson is elected every 4 years, (two years after the Olympic Games, 2022, 2026, etc..). Elections are done via online/email voting and will be administered by the Acrobatic Gymnastics Program Director/National Office staff. Nominations for NECC to the Acro Program Director by May 1 of the election year. Candidates will submit a resume to the Program Director by May 15 of the election year. Voting judges will elect the NECC on or before June 15 of the election year. The candidate with the greatest number of votes cast is elected. In case of a tie, a runoff election will be conducted between the tied candidates with the greatest number of votes until one candidate receives the greatest number of votes cast. The runoff election will be conducted no later than 30 days following the election.

- b. Nominations can be submitted by any current professional member within the acrobatic gymnastics program.
- c. Eligible voters for NECC include coaches and athletes competing at Junior (12-18 or 13-19) or Senior Elite USA Gymnastics Championships in the year of the election AND/OR coaches who have had junior (12-18, 13-19) or Senior elite athletes in the past two (2) years (ONE VOTE PER CLUB).

NECC Qualifications: a. To be nominated, and to run for the NECC, a person must Meet ONE or more of the following requirements;

- i. Coaches/ed a Junior (12-18 or 13-19) and/or Senior Elite National Team member within the last six (6) years OR
- ii. Been designated Head or Assistant Coach for the United States on a USA delegation international assignment within the last four (4) years. (not-eligible: Personal coaches, or Head/Assistant coaches of 11-16 age group events; OR
- iii. Attended USA delegation International assignment within the last four (4) years in an official delegation roll, excluding chaperones.

Served as a member of the NEC, within the last four (4) yeab. If only one nomination for any position is received, the nominee will be elected by acclamation.

c. Prior to being placed on the ballot, all nominees must sign a document that verifies that they have read and do understand the duties and responsibilities of the office for which they have been nominated. .

10. National Elite committee members – Election Process.

- a. The Elite coach committee members hold office for 2-year terms and are voted in by current member clubs from their region at the time of the election. They will have a maximum of 4 terms (8 years in total). Elections will be held in even-numbered years.
- b. Elections are conducted via online/email voting and will be administered by the Acrobatic Gymnastics Program Director/National Office staff. Nominations for NEC members must be submitted to the Acro Program Director by June 1 of the election year. Candidates will submit a resume to the Program Director by June 15 of the election year. Voting member clubs will elect NEC members on or before July 15 of the election year. The candidates with the greatest number of votes cast will be elected. In case of a tie, a runoff election will be conducted between the tied candidates with the greatest number of votes until one candidate receives the greatest number of votes cast. The runoff election will be conducted no later than 30 days following the election. The term of office will begin September 1 in the year of election.
- c. Nominations can be submitted by any current professional member within the acrobatic gymnastics program.

- d. Eligible voters for NEC members include coaches and athletes competing at Junior (12-18 or 13-19) or Senior Elite USA Gymnastics Championships in the year of the election AND coaches who have had junior (12-18, 13-19) or Senior elite athletes in the past two (2) years (ONE VOTE PER CLUB).
- e. Criteria for nominees is as follows:
 - i. Be at least 21 years old;
 - ii. Be an Acrobatics Program Professional Member in good standing for at least two (2) consecutive years prior to nomination;
 - iii. Currently coaching or have coached a junior (12-18, 13-19) and/or Senior elite pair/group at USA Gymnastics Championships
 - OR designated National Team Selection event (i.e. Acro Cups, WTT)
 - OR USA Delegation International Event within the last four (4) years
- f. If only one nomination for any position is received, the nominee will be elected by acclamation.
- g. Prior to being placed on the ballot, all nominees must sign a document that verifies that they have read and do understand the duties and responsibilities of the office for which they have been nominated.

11. TERM LIMITS. All members of the Committee (excluding NECC) will serve a two (2) year term and may serve no more than four (4) consecutive terms but may serve one (1) additional term, if elected, following two (2) years away from the committee. The NECC will serve a four (4) year term and may serve no more than two (2) consecutive terms but may serve one (1) additional term, if elected, following four (4) years away from the committee.

12. MEETINGS AND MINUTES. All Committee meetings are closed. All committee members must be notified verbally or in writing of pending meetings to ensure participation. The Committee shall hold at least bimonthly. Meetings may be in person or through video conference/conference calls. The Committee shall maintain minutes of all meetings, submit copies of all minutes to USAG's legal department for recordkeeping.

Committee members must attend in person, or participate by telephone or videoconference in, at least one half (1/2) of all regularly scheduled Committee meetings.

13. VOTING. A majority of the voting Committee members present (in person or virtual), shall constitute a quorum. A quorum is over 50% of the voting members present (in person or virtual). Once a quorum is established, a majority vote of the present (in person or virtual) Committee members shall constitute action of the Committee. All actions of the Committee are subject to oversight of the Acrobatic Program Committee. If there should be a vacancy or absence on the Committee such that athlete representatives are, by number, less than one-third of Committee membership, the votes of the seated athlete representatives shall be weighted to ensure that athlete votes are one-third of the total voting power of the Committee.

- 14. ACTION WITHOUT A MEETING.** The Committee may take action without a meeting if written notice as described in this section (the “Notice”) is given to each Committee member, and each member by the time stated in the Notice either votes in writing for or against such action, abstains in writing from voting, fails to respond or vote, or fails to demand in writing that action not be taken without a meeting. The Notice shall state the action to be taken, the time by which a Committee member must respond, and that failure to respond by the time stated in the Notice will be treated as an abstention. If, at the end of the time stated in the Notice, a majority of the Committee members have voted for the proposed action, then the action is approved and constitutes action of the Committee. All communications under this section may be transmitted or received by the Committee by email or other form of electronic communication. Action taken pursuant to this Section has the same effect as action taken at a meeting of the Committee.
- 15. VACANCIES & REMOVAL.** A Committee member’s position on the Committee is regarded as an interim vacancy if a committee member is unable to perform their duty for a limited period of time not to exceed 1 year (e.g., is not able to attend meetings or participate in committee business for a limited duration, or has an interim suspension imposed). For an interim vacancy, the remaining TC members will appoint an interim replacement. The interim replacement must be an individual who is qualified to fill the role. Any interim replacement Athlete Representative will be appointed by the Athletes’ Council.

A Committee member’s position on the Committee becomes permanently vacant upon the member’s resignation, removal, incapacity, disability or death, or upon the expiration of the member’s term. Any member may resign at any time by giving written notice to the EC Chair, except the C Chairs’ resignation shall be given to the Program Director. Members of the Committee will be removed by the Committee if they fail to attend in person or participate by telephone or videoconference in at least three fourths (3/4) of the regular meetings of the Committee during any twelve (12) month period, unless they are able to demonstrate to the other Committee members that the presence of exigent circumstances caused and excused the absences. A member shall be removed in accordance with the preceding sentence by the affirmative vote of a majority of the voting power of the Committee (excluding the absent member). A member may also be removed for cause at any duly noticed meeting of the Committee, and after being provided an opportunity for the member to be heard by the Committee, upon the affirmative vote of at least two-thirds (2/3) of the total voting power of the Committee (excluding the member in question).

For any permanent vacancy occurring in the Committee with less than one year remaining in the term, the remaining EC members will appoint a replacement in the same manner as an interim replacement.

Any permanent vacancy occurring in the Committee with one year or more remaining in the term, shall be filled as set forth in Section 15.0. A member elected to fill a vacancy shall be elected for the unexpired term of such member’s predecessor in office. The

remaining EC members may appoint an interim replacement until the election is complete. The appointment process or election will be conducted in a timely manner.

16. DISCLOSURE OF CHARTER. This charter shall be made available on the USA Gymnastics website.

17. EFFECTIVENESS AND AMENDMENT. This Charter must be approved by the Chief Programs Officer and the Chief Legal Officer. Any amendment or other modifications of this Charter shall be made by a majority vote of the voting members of the Committee, subject to approval by the Chief Programs Officer and the Chief Legal Officer.

18. COMPENSATION. No salary or other compensation shall be paid for serving as a member of the Committee.

19. CONFLICT OF INTEREST/GIFTS & ENTERTAINMENT/CONFIDENTIAL INFORMATION. All members of the Committee will adhere to the USA Gymnastics' Conflicts of Interest Policy, Gifts and Entertainment Policy, and Confidential Information Policy.

- a. Each year, all elected and appointed officials and committee members must submit a completed Conflict of Interest Disclosure Form and Confidentiality Acknowledgement Form to the National Office no later than: (i) two (2) weeks, or fourteen (14) days, following the acceptance of the elected or appointed position; or, (ii) the last day of the respective committee's annual term of office renewal.
- b. As the annual receipt of these documents is an eligibility requirement by both USA Gymnastics and the USOPC, any individual refusing to sign or submit these documents by the appropriate due date forfeits their opportunity to serve on any USA Gymnastics committee.