

MIDWEST COLLEGIATE WATER SKI ASSOCIATION (MCWSA) *Bylaws*

Approved 2.24.2016

ARTICLE I

Name

The name of this organization shall be the "MIDWEST COLLEGIATE WATER SKI ASSOCIATION," MCWSA, a division of NCWSA.

ARTICLE II

Purpose

The purpose of the Division shall be to organize, promote, and direct collegiate water skiing in the states of IA, MN, WI, NE, KS, MO, ND, SD, IN, IL, MI, and OH through affiliation with the NCWSA and other states by formal request.

ARTICLE III

Board of Directors

III.1 The Board

1. The **Executive Board of Directors** shall consist of the Regional Chairman, Regional Vice Chairman, Great Lakes Conference Chairman, Great Plains Conference Chairman, Regional Secretary, Regional Treasurer, and Webmaster. This group shall be referred to as the Executive Board of Directors within these bylaws.
 - a. A. The purpose of the Executive Board of Directors is to oversee the daily functions of the operation of MCWSA.
2. Each team is eligible to have one vote on the **General MCWSA Board of Directors** for major operational decisions including but not limited to decisions regarding Winter Conference Location, Bylaws Changes, Regional Board Elections, etc. They will be permitted to exercise their right to vote up until the stated deadline and forfeit their right to vote beyond that date.

III.2 Eligibility

1. Mandatory Qualifications

- a. Candidates for Board membership must be a current valid USA Waterski member and meet at least two (2) of the following requirements:
 - i. Previous member on the MCWSA or NCWSA Board of Directors
 - ii. Current rated USA Water Ski judge, scorer, safety or boat driver
 - iii. Past or current collegiate water skier
 - iv. Approval from the Board
- 2. Desirable Qualifications
 - a. The following background characteristics should be considered when selecting a candidate:
 - i. Ability to travel and attend NCWSA and MCWSA Board meetings
 - ii. Knowledge of the functions of MCWSA and NCWSA
 - iii. Responsible, Ethical Character Traits
 - iv. Activity in the sport on the collegiate level.

III.3 Executive Board Election Term

The General MCWSA Board of Directors shall elect the Executive Board excluding conference chairs at the annual winter meeting. Term of office shall be one year or until his successor is duly elected and qualified.

III.4 Team Captains Election Term

Each Team Captain shall be elected by December 1st by their respective team. Term of office shall be one (1) year or until his successor is duly elected and qualified. Once elected the new captain needs to notify the conference chair before Winter Conference.

III.5 Conference Board Election Term

Each Conference shall have one representative from each team elect their *Chairman, Vice Chairman, Secretary, and Treasurer*, at the annual Conference meeting.

III.6 Vacancies

In case of any vacancies on the Board of Directors the remaining directors may by majority vote elect a successor to fill in via an emergency meeting until the following formal elections at the winter meeting.

III.7 Powers and Duties

The entire direction and management of the affairs of the MCWSA shall be vested in its Board of Directors except as limited by the NCWSA by-laws.

ARTICLE IV

Membership and Voting

IV.1 Club Membership

Club membership in the MCWSA is open to any college or university water ski club from the states listed in Article II. Each active club shall have voting privileges in their region. To be eligible to compete in NCWSA Tournaments, member clubs must have a minimum of one competitive member. All club members must be registered students on his/her respective campus, and subject to NCWSA Official Tournament Rules. To have voting privileges, a team must attend a tournament or other MCWSA sponsored event.

IV.2 Individual Membership

Individual competitive membership in the MCWSA is open to all members of an affiliated club. Individual members shall have voting privileges in their respective affiliated club per affiliated club rules.

IV.3 Eligibility

1. All rules and requirements regarding A-Team Eligibility, Medical Red Shirts, School Accreditation, Years of Eligibility, Team and Individual Eligibility penalties, and transfer eligibility shall be governed according to NCWSA Rule Book Section 4.0
2. The MCWSA shall require eligibility letters and approved information on each skier prior to the start of any qualifying tournament (Including Conference, Regionals, and Nationals) or that skier/team will not be allowed to compete.
3. The MCWSA shall require a Team Roster Verification form (Found on NCWSA.com) prior to the start of the Fall competitive season. First year teams will have until their first qualifying tournament to present this document.
4. All teams within the MCWSA shall have the opportunity to present these documents to their Conference or Regional chair for a minimum of one week prior to the beginning of the competition in question. Any team failing to present these documents at the tournament registration will not be allowed to compete without majority approval from the Executive Board of Directors prior to the start of competition.

IV.4 MCWSA Dues

An annual MCWSA fee of \$30 will be assessed to each club participating in the Midwest Region and must be paid prior to any team qualifying tournaments. The money collected will be used to cover the cost of operation of MCWSA outside the framework of NCWSA. The Executive Board of Directors will determine the amount of this fee annually. New teams will have this fee waived for one year from the start of their first tournament.

IV.5 NCWSA Team and Individual Skier Dues

An annual club affiliation fee and an individual membership fee is assessed each club and individual competing in any sanctioned NCWSA event or tournament. The amount of this fee presently \$30.00 for team affiliation. NCWSA Skier dues amount to \$5 per individual membership. Individual membership is defined as any skier that has participated in any single tournament on either A or B team. The dues will be waived for new NCWSA Teams in their first year of competition.

IV.7 Late Fees

Any team or member of a team will not be allowed to participate in any MCWSA qualifying event or any NCWSA qualifying event if any of the above dues/fees are late. Once the late dues/fees are paid in full and the team and/or team member are in good standing with the MCWSA/NCWSA, the team or team member shall be allowed to participate.

ARTICLE V

Conference Organization

1. The Midwest Region shall be divided into two Conferences as follows:
 - a. Great Lakes – IN, MI, OH
 - b. Great Plains - IA, IL, KS, MN, MO, NE, ND, SD, WI
2. Any state or team of the Midwest region may be included in either of the Conferences or transferred from one Conference to another Conference by a two-thirds vote of the Board. States outside of the Midwest Region may also be included in either Conference via formal request (See MCWSA Bylaws Article II) and two-thirds vote of the Executive Board.

ARTICLE VI

Board Member Duties

VI.1 Duties of Board Members

1. *Regional Chairman*
 - a. Preside at all Board of Directors meetings

- b. Responsible for the smooth and efficient operation of the MCWSA Board of directors
 - c. Arranges any special, not regularly scheduled, Board of Directors meetings
 - d. May authorize a vote by the Board via mail or email ballot
 - e. Follow up on Board decisions and policy implementation
 - f. Notifies Board of any failure in the implementation of new decisions and policy
 - g. Authorized to sign contracts and agreements, approved by the Board, on behalf of the MCWSA
 - h. Official MCWSA representative to the NCWSA Board of Directors
2. *Regional Vice Chairman*
- a. Performs any duties and exercises the powers of the *Regional Chairman* in the event that the *Regional Chairman* is unable to perform his/her duties
 - b. Acts as the *Regional Chairman* in the event that the *Regional Chairman* is unable to perform his/her duties
 - c. Second Official MCWSA representative to the NCWSA Board of Directors
 - d. Organizes and recruits athletes to the MCWSA All Star Team
3. *Regional Treasurer*
- a. Chief Financial Officer of the MCWSA
 - b. Responsible for the control of MCWSA funds from fees and donations
 - c. Maintains the appropriate financial records, in order to track funding, spending and present to the Board when explanation is needed
 - d. Work closely with Conference Board to achieve MCWSA financial goals
4. *Regional Secretary*
- a. Recording Officer of the region
 - b. Keep detailed notes during Board meetings
 - c. Distribute Board meeting notes to Board members and regional liaisons
 - d. Creates content for and helps maintain social media
5. *Webmaster*
- a. Create and maintain the MCWSA website
 - b. Assist in communication with MCWSA and its goals
6. *Conference Chairmen*
- a. One from each conference, two total
 - b. Act as the liaison between the *Regional Chairman* and his/her conference
 - c. Official Conference representative on the MCWSA Board of Directors
 - d. Responsible for the annual conference meeting where the conference elections shall take place
7. *Conference Vice-Chairman*

- a. Acts as the *Conference Chairman* in the event that the *Conference Chairman* is unable to perform his/her duties
 - b. Shall have all the powers and subject to all responsibilities hereby given to or imposed upon the *Conference Chairman*
 - c. Second Official Conference representative to serve on the MCWSA Board of Directors, in the absence of the Chairmen
8. *Conference Treasurer*
- a. One for each conference
 - b. Responsible for collecting dues from teams and individuals during the conference meeting
 - c. Third official representative to serve on the MCWSA Board of Directors, in the absence of the Conference Vice-Chairmen
9. *Conference Secretary*
- a. One for each conference
 - b. Recording Officer for his/her conference
 - c. Keep notes during Conference meeting

ARTICLE VII

Committee Positions

VII.1 Regional Committee Positions

1. *Team Development*
 - a. Responsible for starting up new teams within the Midwest region
 - b. Help teams that are interested in joining
 - c. Start teams at schools with no active members
2. *Team Recruitment*
 - a. Help affiliated teams increase active membership and interest
 - b. Assist in the development of team officer boards and answer any questions regarding the regional structure and development
 - c. Make contact with each team at least once a year and, if possible, in person
3. *Alumni Liaison*
 - a. Act as the liaison between the MCWSA alumni and current MCWSA
 - b. Keep alumni involved, and assist set up of alumni tournaments
 - c. Keep alumni informed with the current happening of MCWSA
 - d. Compile alumni records with assistance from team captains
4. *Officials Liaison*
 - a. Assist athletes in maintaining and gaining officials ratings
 - b. Update officials with new NCWSA requirements

VII.2 Adding and Eliminating Officer Positions

New Officer Positions can be added or eliminated by a 2/3-majority vote of the General MCWSA Board of Directors.

ARTICLE VIII

Annual Meetings

VIII.1 Semi-Annual Regional Meeting

1. Regional Championships meeting
 - a. Held Saturday night of Regionals, approximately 30 minutes after completion ends for the night
 - b. Opportunity to discuss season highs and lows and introduce new ideas to be voted on at the following Winter Conference. Discussion will be posted on for further discussion by teams not attending Regionals on the Forums section of the website.
2. Winter meeting
 - a. All teams captains' meeting
 - b. Held Winter Conference weekend, typically on Saturday
 - c. Elect Executive Board
 - d. Bylaws changes will be approved

VIII.2 Annual Conference Meeting

1. Elect *Conference Chairman, Vice-Chairman, Secretary, and Treasurer*
 - a. The *Conference Chairman and Vice-Chairman* organize, and hold these meetings.
 - b. Take place at Conference Championships

VIII.3 Additional Meetings

1. E-mail, telephone can be used to discuss regular issues throughout the year
2. Voting may also be conducted via phone or email outside of regular meetings

VIII.4 Winter Conference

1. Setting
 - a. After the first of the year
 - b. Hosted at a University or Large city
2. Activities
 - a. Provide water ski related workshops
 - b. All skier banquet where Ski-Ammy awards are announced
 - c. Guest speakers
 - d. Local Attraction entertainment
3. Bidding to host Winter Conference
 - a. Must be submitted before April 1st
 - b. The Board will vote on who will host before May 1st of the same year

- c. In the event that no qualified bids are received in the allotted time, the deadline will be extended one month and this sequence will continue until a successful bid and vote is reached.

VIII.5 Quorum

Two-thirds (2/3) of the *Board of Directors* at any time in office shall constitute a quorum for the transaction of business; but less than a quorum may adjourn any meeting from time to time until a quorum is present.

ARTICLE IX

Fiscal Year

The fiscal year of the MCWSA shall commence on the first day of August of each year.

ARTICLE X

Tournaments

X.1 Bids

1. Completed bids must be submitted to the Regional Chairman by October 31st for the upcoming year's Spring and Fall Tournaments
2. The Executive *Board of Directors* vote on the tournament bids before December 1st
3. If no bids are received for certain weekends by this deadline or the board deems the bids unacceptable the deadline will be extended by one month and this sequence will continue until a successful bid and vote is reached.

X.2 Tournament Dates

1. The Regional Championship must be held at least two weeks before the National Championships.
2. Conference Championships will be held the weekend before Regionals.
3. Any weekends before the conference championships tournament are open dates in which multiple tournaments can be held.

X.3 Regionals Championships

1. 16 teams can qualify for this tournament
2. Teams must qualify at their Conference Championships
3. The Site must be able to accommodate a three day tournament
4. Central site, if possible
5. Please refer to NCWSA National Standards "Selection of Nationals Teams" reference how MCWSA regionals functions as a qualifying tournament for NCWSA Nationals.

6. This tournament is for A team only skiers; there will be no B team skiing.

X.4 Conference Championships

1. Every eligible team can compete at their Conference Championship.
2. B-team may compete, time permitting.
3. Conference Championship Tournaments will be two-day tournaments.
4. The number of teams that will represent the conference in the Regionals is proportional to the number of teams that compete for each conference in their respective conference championships. (Ex. If the Great Plains has 30% of all the teams competing in both conference championships, then they will send 30% of 16 teams or 5 Teams.)
5. These numbers will be determined and announced Friday night or before the Tournament begins.

X.5 Spring tournaments

1. Spring tournaments can be held any time between January 1st and May 31st
2. No tournament can be held the weekend of the all-star tournament

X.6 Prices

1. The Regional Tournament entry fee is not to exceed \$40 for 3 events.
2. All other tournament entry fees shall not exceed \$35 for 3 events per individual skier.
3. All other fees camping, team, or otherwise must be presented to the board of directors in the tournament sanction information for the Executive Board to approve.

X.7 Work Duties

1. To encourage participation in judging and scoring, each team will be required to work tournament duties. For every 3 skiers a team brings, that team must work one duty as assigned by the chief judge. Duties will be assigned on a first come first serve basis at registration. Such duties could be dock starting, changing handles, riding in the boat, etc. The host team is required to fill the duties for the first events each morning.

X.8 Bibs

1. Skiers must wear a bib, rash guard, or other clothing over equipment that displays the school name and/or logo
2. Failure to comply will result in a score of zero for the skier in that event, unless otherwise specified from the chief judge
3. First year teams are exempt from the rule

X.9 Rosters

1. Unless warranted by the tournament host and chief judge, and only after all A and B team skiers and judges have skied, will more than 10 skiers per event per gender will be allowed to compete. i.e. no "C" teams unless time permits and host site/team agree.
2. No students are allowed to ski for a B team of a school in which they are not enrolled unless they are a recruit. For example, 5th year students out of eligibility or transfer students sitting their year out can not ski B team for another school. Alumni who are helping out at tournaments must ski with the officials and not on B teams.

ARTICLE XI

All-Stars

XI.1 The Team

1. Top ten male and female skiers from each event
2. Determined by a ranking system which averages the skier's two, best performances from the Fall and Spring collegiate season
3. Any skier with only one tournament will have their average reduce by 25% (Ex. If skier tricks 2000 and that is their only score their score is reduced 25% or 500 points for an average of 1500.)
4. Skiers will be selected based on rules outlined in the NCWSA All Star Standards – Skier Participation.
http://ncwsa.com/resources/NCWSA_Allstar_Standards.pdf

XI.2 Alternates

Alternates will be chosen from the remaining order of rankings.

ARTICLE XII

Records

MCWSA will follow the same process of record application for Conference, Regional, and Regional Tournament records as laid out in the NCWSA Tournament Rule Book.

XII.1 Conference Records

Conference records can be set by any collegiate skier from their respective conference at a collegiate sanctioned tournament.

XII.2 Regional Records

Regional records can be set by any Midwest region skier at a collegiate sanctioned tournament within the fiscal year.

XII.3 Regional Tournament Record

Regional tournament records can only be set at the regional championships.

ARTICLE XIII

Mind Altering Substances

1. Individuals and teams are subject to rule 7.07 of AWSA official tournament rules, particularly as it addresses unsportsmanlike conduct and mind-altering substances.
2. The MCWSA further addresses this rule as follows:
 - a. Each team and its individual competitors are prohibited from consuming or assisting in consumption by anyone of mind-altering substances during each day's competition. Consumption on site is prohibited until all boats are finished running and teams are responsible for their alumni and supporters.
 - b. Unsportsmanlike conduct includes but is not limited to conduct either on or off the tournament site, before, during, or after the tournament. Examples include but are not limited to destruction of property, verbal abuse of tournament officials, competitors, or others, interfering with tournament operations, failure to cooperate and participate in the successful completion of the tournament.
 - c. Any skier found to purposefully and knowingly violate the site owner's rules, tournament director, or the above stated MCWSA rules will be immediately disqualified from the tournament and scores voided. Their status to compete in future tournaments within that ski year will be determined by a majority vote of the Executive Board. Where two or more members from the same team are found to knowingly and purposefully violate this clause their entire team is at risk of disqualification and suspension from the remainder of the season as determined by a majority vote of the Executive Board. Additional penalties may be incurred where the board sees fit.

ARTICLE XIV

Suspension or Expulsion

XIV.1 Violations

A member or team may be suspended or expelled for:

1. Unsportsmanlike conduct

2. Any willful violation of MCWSA, NCWSA, and/or USA Waterski rules or procedures
3. Criminal or fraudulent acts
4. Failure to pay indebtedness
5. Theft
6. Failure to comply with tournament, host site, or host team rules
7. Any act that is contrary to the objective and purposes of the MCWSA, NCWSA, and/or USA Waterski

XIV. 2 Penalties

1. Minimum penalty for one violation for a member or team based on offense:
 - a. Disqualification from said tournament, if applicable
 - b. Loss of hosting own tournament for one year, if applicable
 - c. One year probation period
2. Second violation within two years of last violation, in addition to one violation penalty:
 - a. Four year probation period
 - b. Suspension from the current Fall Season or upcoming Fall Season
3. Third Violation within two years of last violation, in addition to first and second violation penalties:
 - a. *Regional Chairman* notifies the school of violations and consequences
 - b. Two year suspension, from date of violation, in all MCWSA related activities

XIV.3 Appeals

Any decision can be appealed to the National Board according to the National By-laws.

ARTICLE XV

Grievance Procedure

Any member of MCWSA, team of MCWSA, tournament host, or AWSA official may file a written grievance with the Regional Chairman alleging any willful violation of MCWSA, NCWSA and USA Water-ski rules or procedures, criminal or fraudulent act, unsportsmanlike conduct, failure to pay indebtedness, or any other act which is contrary to the objectives and purposes of the NCWSA and USA Water-ski.

ARTICLE XVI

Due Process

In such instances that grievances are filed the Regional Chairman shall confront the accused of the written grievance. The purpose of this is to notify the member(s) or team of the situation, and to notify them that this grievance will be brought in front of the board.

After this, the Regional Chairman shall bring in front of the Executive board the written grievance. The accused, if present, will leave the meeting for a period of discussion between those not accused. After the board's discussion the accused may have a chance to defend, present evidence, or apologize to the board for such actions. The accused will then leave the meeting once again and the remaining board members will vote on disciplinary action if needed.

ARTICLE XVII

Travel Expenses

XVII.1

The MCWSA agrees to pay for travel expense for the Regional Chairman and Regional vice Chairman based on this schedule

1. These amounts are pre-authorized up to the amount listed. If the travel expenses exceed the amount listed they must be pre-approved by the executive board and a receipt/invoice must be provided detailing the expense.
2. All receipts for charges must be returned with the expense report unless otherwise noted.

MCWSA Proposed Travel Reimbursement Schedule:

1. **Travel**
 - a. Airfare – Expenses not to exceed \$200.00 one way or \$400.00 round trip
 - b. Rental Vehicles – Expenses not to exceed \$50.00 per day including all applicable fees.
 - c. Mileage – mileage for driving a personal vehicle will be reimbursed at 28 cents per mile – this is equal to the (national postal mileage rate)/2)
 - i. The total mileage will be calculated using a route finding program (i.e. Google maps) and will be taken as the shortest distance to and from each location
 - d. Tolls – all reasonable tolls will be reimbursed
2. **Lodging**
 - a. Hotels and accommodations – lodging expenses not to exceed \$120.00 per night including all applicable taxes and fees.
3. **Meals** – maximum amount per meal
 - a. Breakfast – \$6.50
 - b. Lunch - \$7.50

- c. Dinner – \$22.00
 - d. Receipts are encouraged but not required for meal expense
4. **Overview: of expenses**
- a. Airfare - \$400.00
 - b. Rental Vehicle – \$50.00/Day
 - c. Mileage - \$0.28/mile
 - d. Hotel - \$120/night
 - e. Meals - \$36.00/day

XVII.2 Additional Travel Stipends

The MCWSA Executive board has the power to issue travel stipends for appointed officials, other board members, professional skiers, and award winners as they see fit.

ARTICLE XVIII

Amendments

XVIII.1 MCWSA Bylaws Amendments

These by-laws may be altered, amended or repealed by a vote of two-thirds (2/3) of the members of the General Board of Directors.

XVIII.2 NCWSA & USA Water Ski Governing

1. Any of these bylaws or provision of these bylaws shall be no less strict than the bylaws of NCWSA or USA Waterski.
2. Anything that is not included in these bylaws shall be ruled by the bylaws of NCWSA or USA Waterski.

XVIII.3 Procedures

The rules contained in the current edition of the Roberts rules of Order newly revised shall govern the MCWSA in all cases to which they are applicable.