

## CHARTER FOR THE USA GYMNASTICS ACROBATICS & TUMBLING PROGRAM COMMITTEE

The USA Gymnastics Acrobatics & Tumbling Program Committee (“PC” or “Committee”) will design, develop, organize, plan and structure USA Gymnastics’ Acrobatics & Tumbling (“A&T” or the “Program”), and will have overall responsibility for the direction of the Program.

**1.0 Composition.** The Committee consists of no more than six (6) members, including no more than six (6) voting members. The following chart shows the composition of the Committee:

Coaching Representative	Voting member	Committee Chair appointed from within the Committee – no additional voting privileges.
Judging Representative	Voting member	
Club Owner Representative	Voting member	
NCATA Representative	Voting member	
Athlete Representative 1	Voting member	
Athlete Representative 2	Voting member	

**2.0 Elections and Appointments.** Current USAG Professional Members with a membership in the discipline in which A&T resides will submit nominations for the Coaching Representative to the USAG Chief Programs Officer or their delegate by May 1 in every even year that is divisible by 4 (2024, 2028, 2032, etc.). The initial term under this Charter will be 2021-2024. Candidates will submit a resume to the USAG Chief Programs Officer or their delegate by May 15 of the election year. Resumes of candidates will be posted on the USA Gymnastics website on or before June 1 of the election year. Current USAG Professional Members with a membership in the discipline in which A&T resides will elect the Coaching Representative (1 vote per Member) on or before June 15 of the election year. Elections will be conducted online. 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.

Current USAG Professional Members with a membership in the discipline in which A&T resides will submit nominations for the Judging Representative and Club Owner Representative to the USAG Chief Programs Officer or their delegate by May 1 in every even year that is not divisible by 4 (2026, 2030, 2034, etc.). The initial term under this Charter will be 2021-2026. Candidates will submit a resume to the USAG Chief Programs Officer or their delegate by May 15 of the election year. Resumes of candidates will be posted on the USA Gymnastics website on or before June 1 of the election year. Current USAG Professional Members with a membership in the discipline in which A&T resides will elect the Judging Representative and Club Owner Representative (1 vote per position per Member) on or before June 15 of the election year. Elections will be conducted online. 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.

To be nominated and to run for the Coaching Representative, Judging Representative, or Club Owner Representative positions, a person:

- Must be at least 21 years old;
- Must be a current USAG Professional Member in the discipline in which A&T resides;
- Must be a USAG Member in good standing for at least four (4) consecutive years prior to the nomination, or if a USAG member for less than four (4) years, for the full duration of their membership;
- Must have a minimum of two (2) years' experience with A&T;
- Must be actively involved in A&T within the area elected (i.e. Coaching Representative must actively coach a USAG team; Judging Representative must retain a judging qualification; Club Owner Representative must maintain a USAG A&T program).

The NCATA Representative is appointed by NCATA by June 15 in every even year that is divisible by 4 (2024, 2028, 2032, etc.). If NCATA does not appoint a representative by the deadline, the Committee may appoint a NCATA coach to fill this role.

Athlete Representative 1 is appointed by the USA Gymnastics Athletes Council by June 15 in every even year that is divisible by 4 (2024, 2028, 2032, etc.). Athlete Representative 2 is appointed by the USA Gymnastics Athletes Council by June 15 in every even year that is not divisible by 4 (2026, 2030, 2034, etc.). Both Athlete Representatives are equal in status and responsibilities.

The Committee Chair is appointed by the Committee and from within the Committee members by June 15 annually. The intent is to rotate the role around the members.

The election timeframe (years) is tied to the NCATA compulsory routine updates every 4 years, so should the NCATA routine schedule change, terms may be adjusted accordingly. This adjustment will be decided with no less than 1 year notice.

**3.0 Meetings and Minutes.** The Committee shall meet at least quarterly by telephone or videoconference including at least one (1) in-person meeting each calendar year. The Committee may hold more frequent meetings as necessary or desirable. A majority of the voting Committee members present at a meeting shall constitute a quorum. Once a quorum is established, a majority vote of the present Committee members shall constitute action of the Committee. The Committee shall maintain minutes of all meetings, and publish these on the USA Gymnastics website.

The USAG Chief Programs Officer or their delegate shall coordinate with and assist the Committee. The Chair will secure, correlate, and disseminate agenda items for meetings and conference calls in advance of the meetings and calls. Unless determined otherwise for a particular meeting by action of the Committee, the USAG Chief Programs Officer and/or their delegate will be invited to attend meetings as guests.

**4.0 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.

**5.0 Term limits.** All members of the Committee will serve a four (4) year term that begins on August 1 of the election year and ends on July 31 of the fourth year. Elections will take place in the fourth year of each term. Committee members shall not serve more than two (2) consecutive terms in the same role.

**6.0 Voting.** If a Committee member recuses themselves from a Committee vote for any reason, then the person with a conflict of interest will recuse themselves or be recused, and the remaining Committee members will vote.

If there is a tied vote, the decision will be referred to the USAG Chief Programs Officer or their delegate to deliberate amongst themselves and return a deciding vote.

**7.0 Vacancies and 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; relating to a general absence but not to a recusal on an individual agenda item). For an interim vacancy, the remaining Committee members may appoint an interim replacement. Any interim replacement must be an individual who is qualified to fill the role. Any interim replacement Athlete Representative must be approved in advance 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 Committee Chair, except the Chair’s resignation shall be given to the USAG Chief Programs Officer or their delegate. 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 half (1/2) 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 (1) year remaining in the term, the remaining Committee members will appoint a replacement in the same manner as an interim replacement.

Any permanent vacancy occurring in the Committee with one (1) year or more remaining in the term, shall be filled as set forth in Section 2.0. A member elected to fill a vacancy shall be elected for the unexpired term of such member's predecessor in office. The remaining Committee members may appoint an interim replacement until the election is complete. The appointment process or election will be conducted in a timely manner.

**8.0 Committee Duties.** The Committee will support and advise USA Gymnastics, including the USAG Chief Programs Officer or their delegate, with respect to the following:

- Developing a well-organized, well-designed and well-structured program consistent with the goals and objectives of USA Gymnastics;
- Distributing and disseminating technical material, rules, and regulations, educational and scientific literature and other information necessary and appropriate to support the coaching and judging community;
- Providing for the improvement and growth of A&T, through the training, education, certification, and evaluation of coaches, judges, and athletes;
- Organizing, planning, and structuring the club level of A&T so it is accessible, understandable, and implementable.
- Growing the program and increase accessibility and opportunities for both new and existing athletes and programs;
- Supporting USA Gymnastics, the Program and its Rules & Policies;
- Reviewing and updating the existing Code of Points and Rules & Policies with a view to consistency, flexibility and evolution;
- Performing duties as assigned by the Board, the Chief Programs Officer or their delegate, and the President;
- Meeting regularly in adherence with the Committee Charter;
- Providing leadership for a visible, viable relationship with USA Gymnastics, A&T members and other related groups.

**9.0 Disclosure of Charter.** This charter shall be made available on the USA Gymnastics website.

**10.0 Effectiveness and Amendment.** This Charter must be approved by the Board. Any amendment or other modifications of this Charter shall be made a majority vote of the voting members of the Committee, subject to approval by the Board.

**11.0 Compensation.** No salary or other compensation shall be paid for serving as a member of the Committee.

**12.0 Conflict of Interest.** All members of the Committee will adhere to the USA Gymnastics' Conflicts of Interest Policy.