

ARTICLE 7
DELEGATES AND THEIR SELECTION TO MEETINGS

The following persons shall be entitled to participate as voting delegates at USATF meetings, provided however, that all delegates must be at least 18 years of age, current USATF members, and, during the annual meeting, must be registered:

A. Board members: The officers and the members of the USATF Board, including non-voting Board members and the Counsel to the Board.

B. Nominating and Governance Panel Members.

C. Committee chairs: The chairs of all committees listed in Article 13-A.

D. Past presidents: The past presidents of USATF.

E. Association delegates: Twelve (12) delegates from each of the accredited Associations referred to in Article 5-C, and recognized by USATF. Any accredited Association with more than one thousand (1,000) individual members shall be entitled to name one (1) additional delegate for each one thousand (1,000) individual members. Total Association individual members shall be determined based on the twelve (12) month registration period ending on October 31st of the prior calendar year. However, an Association whose membership has increased since then may petition the Organizational Services Committee seeking credentials for additional delegates. Each Association's delegation shall meet the following requirements:

- 1. Membership: Each of the delegates of an Association shall be a member of the Association;*
- 2. Athletes: There shall be a minimum number of athletes (at least twenty percent (20%) of the delegates) in each delegation as set forth in the exhibits section of this handbook. If available, at least one (1) such Active Athlete delegate shall be an International Athlete. The National Office shall provide the following during the month of August each year:*
 - a. Athlete notice: Notice to all athlete members meeting the definition of International Athlete of the address and telephone number of their Association; and*
 - b. Association notice: Notice to each Association of those athlete members meeting the definition of International Athlete who belong to that Association;*

Such athletes who are current members of USATF shall be considered and/or have a vote (where voting occurs) in the selection of athlete delegates. Athlete delegates from an Association shall be offered no less funding than any other member of the Association's delegation other than the head of delegation;

- 3. Coaches: The number of coaches who shall be delegates is set forth in Exhibit D-1. If available, at least one (1) of the coaches shall be a high school coach; and*
- 4. Dual roles: For purposes of determining compliance with these requirements, an individual from an Association may be treated as both a coach and an athlete if the individual satisfies the qualifications of both. See exhibits section of this handbook for further explanation; and*

5. *Sport committees: Each Association shall select among its delegates at least one (1) individual to represent each of its sport committees that holds an Association championship.*

F. Sports organizations: Ten (10) delegates named by each sports organization referred to in Article 5-E and the exhibits section of this handbook and recognized by USATF.

G. Other constituencies: One (1) delegate named by each organization referred to in Article 5-F, unless USATF shall vote to grant such an organization a greater number of delegates, which shall be reflected in the exhibits section of this handbook. Notwithstanding the above, the members of the sports groups for the disabled, set forth in Article 5-E and the exhibits section of this handbook, shall collectively have ten (10) delegates to be allocated by the Athletics for the Disabled Committee.

H. International Athletes: The members of the Athletes Advisory Committee (Article 18-C) and such additional International Athlete delegates so that the number shall be at least twenty percent (20%) of the total number of delegates. Such athletes shall be elected by the International Athletes using a method approved by the Athletes Advisory Committee.

I. Alternates: Alternates may be named for all delegates except the officers and directors of USATF. An alternate may vote in the place of an absent delegate provided the alternate meets all of the required qualifications of the absent delegate.

ARTICLE 9 VOTING

- A. Membership requirement: In order to participate as a voting delegate of USATF or to vote within USATF committees, subcommittees, or councils, an individual must be a member of USATF.
- B. Supervision: The Organizational Services Committee shall oversee all USATF elections and balloting.
- C. Voter privileges: Each delegate shall have one (1) vote. There shall be no voting by proxy. No delegate may vote in more than one (1) capacity in the same election. Except as otherwise provided in these Bylaws or in the amending provisions of a committee's operating procedures, all matters shall be decided by majority vote of those present and voting.
- D. Mail balloting: Upon majority vote at a duly convened meeting, USATF may authorize the conduct of a vote through the distribution and/or collection of ballots using the mail facilities of the U.S. Postal Service or any other service that may be capable; the full procedure and subject matter for the vote shall be set forth in the authorizing resolution. No such mail vote shall be authorized to effect an amendment to these Bylaws, to the Operating Regulations, or to the Competition Rules.
- E. Voting: The following applies to motions, resolutions, and uncontested elections:
 - 1. Motions and resolutions: Motions and resolutions shall generally be by voice vote. If the voice vote is inconclusive to the chair or, if the chair's determination is challenged, there shall then be a vote by show of hands. A roll call vote or, if specifically requested, a written ballot shall be taken instead of a voice vote upon oral or written petition of at least one (1) delegate that is seconded by a delegate from another delegation; and
 - 2. Uncontested elections: When only one (1) candidate or site is nominated, a voice or hand vote shall be permitted.
- F. General elections: Contested elections shall be decided by the delegates at the annual meeting of USATF in the following manner:
 - 1. Terms of office:
 - a. The President and elected division chairs shall be elected for four-year terms at the Annual Meeting in each year in which the Summer Olympic Games are scheduled to be held; and
 - b. Special elections may be held at any annual meeting upon approval of the Board;
 - 2. Method of nominations:
 - a. Request: At least one hundred twenty (120) days prior to the opening general session at any meeting of USATF where elections are to be held, the Nominations Subcommittee of the Organizational Services Committee shall send out a request for nominations to all Board members, all members of all USATF committees, councils, and Board committees, all USATF Association presidents and secretaries, and all officers and offices of constituent bodies listed in the exhibits section of this handbook. Included in this mailing shall be a listing of the positions to be elected and a concise 500-word summary of any eligibility requirements of these Bylaws;
 - b. Nominators and seconders: Each candidate may have up to a maximum of five (5) nominators. The nominations must be collectively seconded by at least ten (10) and no more than twenty (20) other members of those nominating constituencies listed in (a) above and include the written approval of the nominee;
 - c. Submittal: Nominations shall be sent to the designated chair of the Nominations Subcommittee no later than sixty (60) days prior to the opening general session of the annual meeting. The subcommittee shall prepare a nomination report listing all eligible candidates in alphabetical

- order, without indicating preference, no less than thirty (30) days prior to the opening general session of the meeting. This report shall be circulated to all nominees and all nominating constituencies listed in (a) above, and shall be included in each delegate's packet. It shall contain a one-page biographical sketch prepared by each candidate, including his or her qualifications for the position; and
- d. At the annual meeting: Further nominations may be submitted to the registration desk prior to the scheduled start of the opening general session and must be on the standard nomination form. This requirement includes the ten (10) seconders;
3. Campaigning:
 - a. Speeches: Speeches shall only be permitted for the nominations for President at the opening general session. Immediately following the close of all nominations, the chair of the Nominations Subcommittee shall call upon one (1) or two (2) people to speak for each candidate for a period not to exceed three (3) minutes. If the candidate wishes to speak to his or her nomination, his or her time shall come from that allocation. All speeches for each position shall be called alphabetically;
 - b. Forums: Prior to the election, USATF shall, through the Associations Committee, provide adequate forums for all candidates for all USATF-wide contested offices to be heard and questioned by delegates. A notice of any such general forum shall be posted twenty-four (24) hours in advance and such forum shall be available to such candidates or their representatives to be heard at the forum; and
 - c. No recommendations: Committees shall not make recommendations for President;
 4. Election procedures:
 - a. First Round: The Organizational Services Committee assisted by the national staff, shall open first-round balloting by 7:00 a.m. on the day prior to the second general session of the annual meeting, and allow ballots to be cast until Noon that day.
 - b. Results: First Round Results Ballots shall be counted, and held secure by the Organizational Services Committee. The first round results shall be posted at 1 p.m. or as soon as possible í
 - c. Second round and results: Run óoff election balloting, if necessary, shall open in a secure voting location by 3 p.m. and casting ballots shall be allowed until 6 p.m. that day. The Organization Services Committee shall exercise its best efforts to have complete results available and posted in writing at several annual meeting locations, including the registration center, on or before 7 p.m.
 - d. Publication of voting times: The date and time of each round of the election shall be published in the Annual Meeting schedule.
 - e. Protests: Protests may be made within one (1) hour of the posting of the results. One of the three (3) protest members shall be from the Law & Legislation Committee, and at least one from a list provided by the Athletes Advisory Committee Chair. The Protest Panel and alternates shall be appointed at least thirty (30) days prior to the elections. All candidates shall be notified of the appointments and may submit challenges to a panelist or alternate in a manner similar to challenges to NABR panelists (see Regulation 11-I).
 5. Majority requirement: No candidate shall be declared to have won an election in the first valid round without receiving votes from a majority of the ballots cast for the position in question. The second round voting shall employ preference balloting where necessary to produce a result. The procedure for election is:
 - a. Voting: Each voter shall be permitted to vote for as many candidates as there are positions to be filled in first-round balloting;
 - b. Majority: Positions shall be filled when a candidate has received votes from a majority of the ballots cast, including balloting using preference balloting;

- c. Runoff: Remaining positions will be filled by a run-off election in which there shall be a choice of candidates double the number of remaining positions, plus any and all candidates tied for the last qualifying position;
- d. Advancement: The candidates in the run-off election shall be those candidates who received the highest number of votes in the previous round of balloting without being elected; and
- e. Preference balloting: The system commonly called preference balloting shall be used in the second round of voting in order to assure a decision. In this system, each voter shall rank all remaining candidates, and voting shall be determined as if multiple rounds have been held.
- f. Record: All vote totals shall be recorded in the minutes of the meeting. After each round of voting, all paper ballots shall be destroyed immediately after the protest period has expired; and all voting machines shall be cleared if electronic voting is used; and

G. USATF divisional chairs and committee chairs elections:

1. Long distance running division: The members of the long distance running division, which shall include the voting members of the three committees and the three councils, shall elect its nominee for divisional chair, for Board approval. This election shall be conducted by balloting at the same time as the general election. An individual shall only be eligible to be a candidate in a division if he or she is a member of one of the three committees within the division. If a candidate is a member of more than one sport committee in the division, he or she must designate one committee only on the nominating form. Nominators and seconders must be within the division. After the election of the divisional chair nominee of the long distance running division, each of the sports committees shall meet to elect their respective nominees for chair., for Board approval.
2. High performance division: The High Performance Division's three Sport Committees' chairs, the Athletes Advisory Committee chair, and a member of the Athletes Advisory Committee of opposite gender selected by the Athletes Advisory Committee shall select a nominee for High Performance Division chair, for Board approval. The Organizational Services Committee chair or his/her designee shall convene a meeting or conference call of these individuals to nominate the chair , after the respective committees have selected these individuals ;
3. General competition and administrative divisions: The President shall name a General Competition Division chair, for Board approval.;
4. Youth Athletics Group Division: The Youth Athletics Committee shall elect its nominee for Chair, for Board approval; and
5. Term limits: No person shall serve as a chair of a division for more than eight (8) years without a period away from that position.

H. Committee elections: The following are general rules for committee elections:

1. Supervision: The Organizational Services shall have the authority to appoint a three-person panel for each committee holding elections, none of whom shall be a voting member of that committee and at least one (1) of whom must be an Active Athlete not involved in the discipline of the committee. This panel shall establish the roster of eligible voters, shall adjudicate all issues regarding credentials, and shall supervise all aspects of the committee elections process.
2. Requests for assistance: Committee chairs who anticipate the need for the Organizational Services Committee assistance in conducting an election should notify the Organizational Services chair in advance of the annual meeting so that there is an appropriate time frame to appoint the three member panel. Any five members of the Committee of the Committee may also request such assistance.
3. Procedures: Written guidelines for committee elections shall be prepared and updated by the Organizational Services Committee as approved by the Law & Legislation Committee;
4. Posting: All elections shall take place at a predetermined time that shall be posted for at least twenty-four (24) hours prior to the election. If nominations must be made in a session of the

committee prior to the session in which the election is held, the nomination session must also be posted twenty-four (24) hours prior to the nominations. No committee elections shall be held on the day designated for general voting by the entire body of USATF;

5. Ballots: Written ballots shall be used for all contested elections;
6. Runoffs: Run-off elections shall be conducted in accordance with the majority requirement (see paragraph F-5 above);
7. Voting eligibility: Regardless of internal committee rules, only those members of a committee set forth by the Bylaws of USATF as bona fide members or their properly registered alternates shall be eligible to vote (see Articles 13-17 and the exhibits E). Such members must be credentialed by the panel from the Organizational Services Committee prior to the nominations, and again prior to the actual election if held in a different session. Where possible, voting members of a committee shall sit separately from non-members for ease of the conduct of voting, such division to be administered by the supervising group from Organizational Services; and
8. Athlete representatives in sport committees: At the first full committee meeting of each sport committee, time will be set aside for the Active Athletes attending the meeting to determine the voting membership of athletes. The election shall be conducted by the Organizational Services Committee. If there are fewer athletes than the number authorized, the athletes may determine that they are all eligible to vote. Where the number of athletes present is more than twenty percent (20%), the athletes shall select by consensus, or conduct an election to determine, the voting athletes and alternates, or the athletes present may request the remaining members of the committee to allow all athletes present to vote. Each athlete shall serve until an election is conducted at the following year's annual meeting. Athlete representatives shall determine by election or appointment the athlete members on a sport committee's executive committee. For athlete representatives' vacancies, see Article 13-B-3-a.

**ARTICLE 10
OFFICERS AND THEIR DUTIES**

- A. Positions: The officers of this national governing body shall be a Board Chair, President, Vice Chair, Secretary, and Treasurer. No individual may be an officer of USATF who is also an officer of another national governing body.
- B. Duties: The officers shall perform the following duties as well as any other duties prescribed by these Bylaws, USATF, or the Board:
1. Board Chair: The Board Chair, who may also be the President, shall preside at all Board meetings, and shall appoint Board Committee members after consulting with the Vice Chair.
 2. President: The President shall:
 - a. Preside at all meetings of USATF, ;
 - b. Be an ex officio non-voting member of all committees;
 - c. and
Select committee chairs and other members that he or she is entitled to appoint as well as other appointments authorized by these Bylaws and the Operating Regulations after consulting with the other officers. He or she may likewise terminate such appointments for good cause upon written notice to the appointees and the other officers;
 3. Vice Chair: The Vice Chair shall perform duties assigned by the Board Chair and Board. In the temporary absence of the President or Board Chair from a meeting at which either presides, the Vice Chair shall serve as acting chair;
 4. Secretary: The Secretary shall keep or cause to be kept all records of USATF, and all minutes of meetings of USATF and its Board, and, in general shall perform all duties normally pertaining to the office of Secretary. In addition, the Secretary shall serve as liaison to the administrative division of committees; and
 5. Treasurer: The Treasurer shall:
 - a. Keep or cause to be kept a correct and complete record of account, showing accurately at all times the financial condition of USATF;
 - b. Serve on the Budget Committee and the Audit Committee;
 - c. Serve as the Board liaison to the National Office on financial matters;
; and
 - d. In general perform all duties pertaining to the office of Treasurer.
- C. Selection: The President shall be elected for four (4) years at each annual meeting of USATF following the Summer Olympic Games. The Board shall select the Board Chair, Vice Chair, Secretary and Treasurer, who shall serve two (2) year terms. If the Board does not select the President to be Board Chair, the President shall serve as Vice Chair.
- D. Limitation on terms: No person shall serve in a particular officer position for more than eight consecutive years without a period of at least two years away from that position.
- E. Succession and vacancies: There shall be no order of succession to any office. In the event the Board determines that the President is temporarily unable to serve, it may, in its sole discretion, name another individual to fill the vacancy temporarily. In the event the President resigns or is permanently unable to serve, the Board shall name a successor until the following annual meeting, when a special election shall be held for the unexpired portion of the term. The Board shall fill temporary or permanent vacancies for Board Chair, Vice Chair, Secretary, and Treasurer.

- F. Removal from office: The President may be removed for good cause by a two-thirds vote of those delegates of USATF present and voting at an annual meeting or special meeting called for this purpose, and provided the requisite notice for the meeting (see Article 9) properly sets forth the removal vote on its agenda. The Board may remove the Board Chair, Vice Chair, Secretary, or Treasurer for good cause by two-thirds vote of those Board members present and voting at a regular meeting or special meeting called for that purpose. If the Board removes the President as Board Chair, the Vice Chair shall become the Board Chair, and the President shall become the Vice Chair. The Board may not remove the President as Vice Chair.

ARTICLE 11
BOARD OF DIRECTORS

USATF shall be governed by a Board whose members are elected or who shall be selected without regard to gender, race, color, religion, or national origin.

A. Composition: The Board shall be composed as follows:

1. Voting members: The voting membership of the Board shall be as follows:
 - a. The USATF President ();
 - b. An individual with experience and expertise in High Performance nominated by the High Performance Division and selected by the Nominating and Governance Committee;
 - c. An individual with experience and expertise in Long Distance Running nominated by the Long Distance Running Division and selected by the Nominating and Governance Panel;
 - d. An individual with experience and expertise in General Competition nominated by the General Competition Division and selected by the Nominating and Governance Panel;
 - e. An individual with experience and expertise in Youth Athletics nominated by the Youth Athletics Division and selected by the Nominating and Governance Panel;
 - f. An individual with experience and expertise in Officiating nominated by the Officials Committee and selected by the Nominating and Governance Panel ;
 - g. An individual with experience and expertise in coaching nominated by the Coaching Advisory Committee and selected by the Nominating and Governance Panel;
 - h. The IAAF Council member from the U.S.A. ;
 - i. One representative elected at the annual meeting following the Summer Olympic Games by the representatives of the sports organizations, which conduct a national program or a regular national competition in Athletics on a level of proficiency appropriate for the selection of eligible athletes to represent the United States in international Athletics competition, as described in Article 5-E. Each of these sports organization shall have the right and opportunity to have an individual non-voting representative attend all Board meetings. Current members are listed in the exhibits section of this handbook ;
 - j. Three independent members selected by the Nominating and Governance Panel; and
 - k. Three International Athletes, nominated by the Athletes Advisory Committee and selected by the Nominating and Governance Panel.
2. Terms: The Chair and IAAF Counsel member shall serve on the Board during their terms of office. All other Board members shall serve four-year terms that shall commence with the annual meetings of even-numbered years as follows. The following members shall serve four-year terms commencing on the annual meeting following the Summer Olympic Games: The individuals with experience and expertise in High Performance, Long Distance Running, and Officiating; the individual designated by the sports organizations described in Article 5-E; one of the three independent members; and two of the three International Athlete members. The following members shall serve four-year terms commencing on the annual meeting two years following the Summer Olympic Games: The individuals with experience and expertise pertaining to General Competition, Youth Athletics, and Coaching; two of the three independent members; and one of the three International Athlete members. *Note: In 2008, individuals who fill positions selected two years after the Olympic Games will serve initial two-year terms.*
3. Term Limits: No individual may serve on the Board for more than eight consecutive years, except the President, IAAF Council Member and International Athletes.
4. Nominating and Governance Panel: The Nominating and Governance Panel shall consist of seven members.
 - a. Selection: Members shall be selected by:

- i. The High Performance Division and the Coaches Advisory Committee (two members of opposite gender);
- ii. The chair of the Athletes Advisory Committee (two International Athlete members of opposite gender, subject to approval by the Athletes Advisory Committee);
- iii. The Long Distance Running Division (one member);
- iv. The General Competition Division and Officials Committee(one member); and
- v. The Youth Athletics Division (one member).

b. Selection Procedures: The groups that select Nominating and Governance Panel members shall adopt and publish selection procedures. The groups shall submit their nominees to the Board's Diversity and Leadership Committee, which shall evaluate the nominees' diversity. The Diversity and Leadership Committee, if it deems necessary, may request the chairs of the respective groups to meet and confer to reconstitute the Nominating and Governance Panel to achieve greater diversity.

c. Terms: Nominating and Governance Panel members shall serve four-year terms commencing at the end of annual meetings one year after the summer Olympic Games. The groups responsible for appointing members shall fill any vacancies. No individual may serve on the Nominating and Governance Panel for more than eight consecutive years. The members shall select their chair. No member may serve on the Board or as an officer on any other national committee or council during the term of office.

5. Selection of Board Members: Each group responsible for nominating individuals for the Board to the Nominating and Governance Panel shall select at least three individuals for each open position at the annual meeting when the applicable term will commence. The Nominating and Governance Panel may accept or reject any or all nominations forwarded to it, and shall instruct any group that does not make at least three nominations acceptable to the Committee to make substitute nominations. The Panel shall solicit applications for the independent Board members. The Panel shall select the members of the Board to ensure competence, and reasonable ethnic and gender diversity. The Board may, by a two-thirds (2/3) vote of its total membership, reject any selection made by the Nominating and Governance Panel and instruct the Panel to make a substitute selection.
6. Nominating Process: Each group responsible for nominating Board members shall establish its nominating process and include the process in its operating procedures. The process shall include provisions for submitting replacement nominees if the previous nominees are not seated on the Board.
7. Vacancies: The Nominating and Governance Panel shall fill all vacancies for unexpired Board terms, except for President and IAAF Council Member. The Committee shall consult with and give due consideration to the recommendations of the Chairs of any groups responsible for nominating individuals for Board positions that become vacant.

B. Independence: No member of the Board or Nominating and Governance Panel may serve on any other national or association committee, subcommittee, council, or any other elected or appointed body of USATF during the term of office.

C. Duties: The Board shall:

1. Oversight: govern and supervise the affairs of USATF and perform those duties specified in these Bylaws and the Operating Regulations
2. Annual Budget: approve USATF's annual budgets;
3. Audit: provide for annual independent audits of USATF and its committees;

4. Programs: recommend, approve, and oversee all USATF committee programs.
- D. Board Meetings: The Board may conduct its affairs either at in-person meetings and by conference call. It shall hold meetings at least quarterly, called by the Board Chair. The Board Chair, or five (5) Board members by written request, may call additional meetings. Board members intending to call a meeting must give at least five (5) days notice to the Board Chair of their intent by facsimile or electronic mail. After the Board members have called for a meeting, the Board Chair shall have twenty-four (24) hours to determine the venue and give appropriate notice to the Board. All Board members shall receive at least fourteen (14) days notice of any in-person meeting and at least forty-eight (48) hours notice of any conference call. Written notice shall include the minutes of the previous meeting. Notice for any meeting may be waived by unanimous consent. Individuals who cannot attend in-person meetings may participate fully by conference call. All committee chairs, past presidents and board chairs, and IAAF delegates and committee members shall receive both notice and minutes of every meeting, and may attend at their own expense. These persons shall receive reimbursement when the agenda requires that they attend.
- E. Quorum: A quorum for meetings of the Board shall consist of a majority of the members of the Board.
- F. Voting: Except as otherwise provided, all matters shall be decided by majority vote of those present and voting. There shall be no voting by proxy.
- G. Mail balloting: The Board Chair on his or her own initiative, or the Board by a majority vote, may authorize a vote by mail, facsimile, or electronic mail. The resolution shall specify the procedure and subject matter.
- H. Board committees: The Board may have committees including, but not limited to, athlete performance and support, audit, budget, compensation, diversity and leadership, ethics, grants, insurance, and international relations. Each Board committee may have no more than ten (10) members, at least one (1) of whom must be a Board member and at least twenty percent (20%) of whom must be Active Athletes appointed by the AAC Chair. The Board Chair, after consulting with the Vice Chair, shall appoint the other members subject to Board approval, with due consideration for any directly and substantially affected constituency.
- G. Attendance: The Board may reprimand or censure any member who fails to participate in two (2) consecutive meetings by a two-thirds (2/3) vote of those members attending.

ARTICLE 12
NATIONAL OFFICE

A. Chief Executive Officer: USATF's chief paid executive shall be the Chief Executive Officer (CEO), who shall be selected by and shall serve at the direction of the Board. The CEO shall conduct USATF programs and enforce USATF policies under these Bylaws and the Operating Regulations. The CEO shall also hold the title of Secretary General. The CEO shall also have these duties:

- 1. Management: Manage and supervise USATF's day-to-day affairs under the Board's policies and directives;*
- 2. Employment and Supervision of staff: Employ and supervise USATF's staff and consultants, including sole discretion over employee hiring and retention;*
- 3. Chief Operating Officer: Appoint a Chief Operating Officer, who shall act in the CEO's stead if the CEO's position becomes vacant or the CEO is unable to act;*
- 4. Succession: Present a succession plan to the Board annually;*
- 5. International communications: Supervise correspondence and communications regarding United States teams, and regarding competition by United States athletes abroad or foreign athletes in the United States to comply with IAAF rules.;*
- 6. Team Staffs: Supervise and oversee United States team coaches and staffs;*
- 7. Legal documents and commitments: Ensure that all contracts and other legal commitments of USATF are signed by the authorized officers of USATF after approval by established procedures;*
- 8. Ex officio membership: Serve as a non-voting member of the Board, and all committees and subcommittees, and have the authority to appoint a staff member as a liaison to each committee of USATF and its Board;*
- 9. Exclusive employment: Devote his or her full time to the affairs of USATF without engaging in any other profession or employment;*
- 10. Budgetary limitation: Operate within the annual budget;*
- 11. Strategic planning: Draft strategic plans for USATF and submit for approval to the Board;*
- 12. Yearly report: At the annual meeting, present to USATF a report on the state of the sport, including a review of the progress since the last annual meeting and suggested plans for the future implementation of the strategic plans for the following year;*
- 13. Disbursements: Approve and oversee all disbursements by USATF; and*
- 14. Other duties: Carry out other responsibilities under resolutions adopted by the Board, or by the membership at the Annual Meeting .*

B. Staff activities: The staff shall, under the direction of the CEO, perform the following duties:

- 1. Membership:*
 - a. Establish, subject to approval by the Board, categories of membership under Article 5, along with application procedures, benefits and membership fees; and*
 - b. Assist Associations in providing services to their members;*

2. *National championships: In conjunction with the appropriate sport committees, advertise, schedule, manage, and conduct national championships under Regulation 4;*
3. *International competition: Manage all aspects of international competition (other than the selection of international team staff) under applicable international rules and procedures, and under procedures adopted after consulting with the sport committees, and approved by the United States Olympic Committee, when required;*
4. *Development: Oversee a cohesive, effective development program;*
5. *Public relations / media relations: Optimize the quantity and quality of public exposure of USATF, and its sports, events, and athletes;*
6. *Publications: Coordinate the timely publication of governance documents and rules, both in print and electronically;*
7. *Marketing and promotions: Devote sufficient staff resources to ensure the successful marketing and promotion of the sport and of USATF;*
8. *Fund raising: Assist the USATF Foundation in the conduct of fund raising programs to benefit the sport;*
9. *Doping controls:*
 - a. *Under policies approved by the Board, supervise and manage USATF's compliance with the doping control programs established by the IOC, IAAF and USOC; and*
 - b. *Have the authority to propose amendments to Regulation 10 and USATF anti-doping program protocols (see exhibits section of this handbook);*
10. *Scheduling: Coordinate major competitions and national championships;*
11. *Coordination of certification and education: Provide necessary support for certification and education programs, especially for coaches and officials;*
12. *Annual meeting: Initiate site selection for the annual meeting of USATF, in conjunction with a subcommittee of Organizational Services named by the chair in consultation with the President, subject to written guidelines approved by the Board and to final approval of the site by the second general session;*
13. *Association notification: Notify Associations when a USATF activity requiring approval by a national committee or the National Office, including but not limited to events, programs and clinics, will be conducted or is proposed to be conducted in that Association's territory. The National Office shall notify the Association involved within ten business days after learning about the activity or proposed activity; and*
14. *Purposes and duties of corporation: Perform other tasks necessary to fulfill USATF's purposes and duties.*

C. Restricted activities: The CEO and members of the paid staff (other than part-time members not based at the National Office) shall not participate in any of the following activities:

1. *Electioneering: Campaigning for or against any candidate for any elected office or position at any level (Association, committee, national, or international), except that in the state of the sport address at the first general session, the CEO may comment on the performance to date of any IAAF incumbent and/or describe the qualifications appropriate for any IAAF or USOC position; and*
2. *Voting: Serving as voting members of USATF or any of its committees.*

D. Complaints against staff:

- 1. Staff other than CEO: A complaint against a part- or full-time member of the national staff shall be sent to the Secretary of USATF and the CEO. By agreement, either shall cause the President and Counsel to the Board to receive the complaint within ten (10) days of receipt. The CEO shall be given not less than thirty (30) days to investigate the complaint, and shall have a written report of his or her investigation at the next appropriate Board meeting, including any action (if necessary) to be taken to remedy the situation;*
- 2. CEO: A complaint against the CEO shall be delivered to the Secretary of USATF. The Secretary shall cause copies to be delivered within ten (10) days to the President and Counsel to the Board. All decisions with respect to the resolution of a complaint against the CEO are within the sole discretion of the Board; and*
- 3. Response: All complaints against staff shall be acknowledged promptly. A written response shall be made within thirty (30) days of the resolution of the complaint. Interim reports shall be made to the President every one hundred twenty (120) days, pending resolution. The final report and resolution of complaint against staff shall be given to the Board at a regularly scheduled meeting.*

ARTICLE 13
COMMITTEES

A. Committees: The following committees of USATF are established with duties, responsibilities, and make-up outlined here and in Articles 14, 15, 16, 17, and 18:

High Performance Division (sport committees):

*Men's Track & Field
Women's Track & Field
Race Walking
Joint Development Group (see below)*

General Competition Division (Associations is an operating committee; youth and masters are sport committees):

*Associations
Masters Track & Field*

Long Distance Running Division (sport committees):

*Men's Long Distance Running
Women's Long Distance Running
Masters Long Distance Running
Joint Development Group (see below)*

Youth Athletics Division (sport committee)

*Youth Athletics Committee
Youth Advisory Council*

Joint Development Group (development committees):

*Coaching Education
Men's Development
Sports Medicine & Sciences
Women's Development*

Administrative Division (all operating committees):

*Athletes Advisory
Athletics for the Disabled
Coaching Advisory
Law & Legislation
Organizational Services
Officials
Records
Rules
Volunteer Council*

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- B. General provisions: The following provisions apply to all of USATF's committees:*
- 1. USATF membership: In order to participate as a USATF Committee member, an individual must be a member of USATF.*
 - 2. Term of members: Unless otherwise provided for, the term for members of all committees shall be four (4) years and shall commence at the conclusion of the annual meeting in each year of the Summer Olympic Games;*
 - 3. Committee makeup: The makeup of each non-sport committee shall be stated in the description for the committee in Articles 14, 15, 16, and 17. Sport committees shall be constituted as follows, and as outlined in the exhibits section of this handbook:*
 - a. Association members: One (1) member to be named by each accredited Association. In the event that two Associations merge, the two incumbent representatives on the committee may continue to serve. When at least one incumbent no longer serves on the committee, the merged Association's representation shall revert to one committee member;*
 - b. Sports organization members: One (1) member to be named by each sports organization listed in the exhibits section of this handbook and an additional two (2) members to be named by any sports organizations listed in the exhibits section of this handbook that conduct substantial programs or competitions in the sports discipline of the particular committee;*
 - c. Other constituent members: One (1) member to be named by any sports organization listed in the exhibits section of this handbook that conducts programs in the sports discipline of the particular committee. The Coaches Advisory Committee shall also appoint (without limitation), elect or oversee the election or appointment of the representatives for each of the NCAA I, NCAA II, NCAA III, NAIA, high school, NJCAA, NWAACC/CCCCTCA, and club coaches, that are active in the discipline of the applicable committee, and one (1) at-large member in all sport committees;*
 - d. Athletics for the Disabled members: One (1) member to represent the collective members of USATF which are listed in the exhibits section of this handbook, such member to be selected by the Athletics for the Disabled Committee;*
 - e. Officials Committee member: One (1) member to be named by and from the Officials Committee;*
 - f. At-large members: Five (5) at-large members to be selected by the members of the committee;*

- g. Elected officers and other positions: Any person elected by the committee to serve in an officer position, such number not to exceed ten (10) additional members; and*
 - h. Active Athlete members: That number of Active Athlete members which shall be at least twenty percent (20%) of the total authorized membership of the committee, such Active Athletes to be selected by those registered attendees at the meetings of USATF who are Active Athletes engaged in the particular sport discipline of the committee. For Youth Athletics, AAC shall appoint four (4) Active Athletes;*
- 4. Committee membership and notification:*
- a. Notification & vacancies: No election, selection, or appointment to a committee shall be effective until the USATF National Office is formally notified by the organization or other party entitled to make same. Vacancies in a committee shall be filled by the committee, individual, organization, or group entitled to appoint the vacant committee membership position. When a vacancy occurs and no alternate is available, the Athletes Advisory Committee chair may appoint an Active Athlete from the applicable discipline to fill an athlete vacancy and/or serve as a voting alternate on any committee except Masters Track & Field and Masters Long Distance Running. In the latter two committees, where a vacancy occurs and no alternate is available, the vacancy may be filled by the consent of the athlete representatives present;*
 - b. Elections: The provisions of Article 9-H shall apply to the elections process of committees. The committees shall be free to adopt other portions of Article 9, or other rules not in conflict with those in Article 9-H;*
 - c. Alternates: The individual or group electing or selecting members of any committee or subcommittee (other than committee members elected by USATF or its Board) may designate an alternate. Appointment of alternates shall be reported to the National Office in a timely manner;*
 - d. Membership: All elected and appointed members of all committees shall be members of USATF;*
 - e. Termination: Organizations or groups which appoint committee members per this section may terminate such appointments for good cause upon written notice to such appointees;*
 - f. Same Association: No more than two (2) at-large members of any committees, other than the chair, appointed by the President may come from the same Association; and*

chairs may also elect an executive committee to act on behalf of the committee between committee meetings.

1. Duties of chair: Chairs of all committees shall:

- a. Preside at all meetings of the committee;*
- b. Ensure that all duties and responsibilities of the committee are properly and promptly carried out;*
- c. Appoint subcommittees, with the authorization of the committee, as may be necessary to fulfill the duties and responsibilities of the committee. Subcommittees of administrative and developmental committees shall be appointed only from the membership of those committees, except that non-members (not exceeding 50% of the subcommittee) may be appointed with the authorization of the committee;*
- d. Communicate with the committee members to keep them fully informed of events concerning the committee and decisions made to carry out the committee's responsibilities;*
- e. Keep the President and CEO informed on all committee actions and recommendations; and*
- f. Cause to be kept and promptly forwarded to all committee members and the CEO copies of the minutes of all meetings of the committee;*

2. Vacancies: When an elected committee chair is vacant, the position shall be filled by a vote of the committee as a whole by mail ballot unless the committee has previously adopted a different procedure. A panel named by the Organizational Services Committee chair shall supervise the elections in a manner approved by the Board; and

3. Removal of elected chairs: Elected chairs may be removed for good cause by a two-thirds vote of the committee at an annual meeting or at a special meeting called for that purpose, provided that the members of the committee shall receive notice of the proposed action at least thirty (30) days prior to the meeting

D. Sport committees general provisions: Each sport committee shall:

- 1. Executive committee: Have the right to establish an executive committee to perform its duties between annual meetings. The membership of the executive committee shall be at the discretion of the committee of the whole. Except for Youth Athletics, the number of Active Athletes shall be at least twenty percent (20%) of the committee. If the Men's or Women's Track & Field Committee establishes an executive committee, at least one-third of the executive committee's membership shall be Coaches;*

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2. *Open meeting: Except upon majority vote of those present, allow the attendance at its meetings of Athletics coaches, officials, or representatives of any group engaged in the sport, allowing the invitees voice but no vote;*
 3. *Additional organization members: Upon approval of the Board, authorize additional committee members to ensure proper representation of national sports organizations involved in the committee's activities or sport. Organizations shall petition the committee in order to determine the number of additional members. Any organization which considers its representation inadequate may appeal to the Board;*
 4. *Team staff: Recommend coaches, managers, and other non-medical and non-media staff personnel for international team competitions under Regulation 3;*
 5. *Miscellaneous: Promote and develop activities related to its sport; and*
 6. *Operating procedures: Have a set of written operating procedures on file with the National Office, which shall provide copies to the chair of the Law & Legislation Committee. These procedures shall not conflict with the provisions of the USATF Bylaws and Operating Regulations. Any modification of the committee's operating procedures shall be promptly reported to the National Office, which shall send a copy to the chair of the Law & Legislation Committee. Any member of USATF may request a copy from the National Office and copies shall be available at the Annual Meeting and included in the Governance Handbook.*
- E. *Task forces: The President or CEO may appoint task forces, which shall include the requisite twenty percent (20%) Active Athlete membership named in consultation with the AAC chair. When appointing task force members , the President or CEO shall give due consideration for any directly and substantially effected constituency No task force appointed by the President shall continue beyond the President's term without specific reappointment. The authorized task forces shall be listed in the exhibits section of this handbook.*

ARTICLE 14
HIGH PERFORMANCE DIVISION

- A. *High performance division constituency: This division includes:*
Men’s Track & Field (sport committee)
Women’s Track & Field (sport committee)
Race Walking (sport committee)
Joint Development Group (development committees, also a part of the Long Distance Running Division)
- B. *Divisional responsibilities: This division shall, in conjunction with the National Office, develop a High Performance Plan. The Plan shall center on maximizing United States athletes’ performances in international Athletics competition in Olympic events. The National Office shall implement the Plan. The National Office and chair shall jointly report to the Board annually about progress in implementing the Plan.*
- C. *Divisional organization:*
1. *Divisional chair: This division shall have a chair, selected under Article 9. ;*
 2. *Divisional executive committee: The members of the executive committee shall consist of the divisional chair, the three (3) divisional Sport Committee chairs, the two Development Chairs or their representatives, the AAC Chair or designee, and two additional athletes, at least one of whom shall be an LDR athlete, who shall be named by the LDR Divisional Chair. The divisional chair shall also chair the executive committee. The divisional executive committee shall recommend policy regarding the creation and maintenance of the High Performance Plan, and establishment of funding priorities to the National Office. The executive committee shall meet periodically in-person or by teleconference . Nothing defined in this section shall be construed to limit the authority of the three (3) divisional Sport Committees from carrying out their independent responsibilities defined elsewhere in these Bylaws and Operating Regulations.*
 3. *International Staff Selection Subcommittees: All of the coaching, managerial and other non-medical and non-media staff for the Olympic Games, IAAF World Outdoor Championships in Athletics, and Pan American Games shall be screened and recommended to the CEO by the Men’s or Women’s International Staff Selection Subcommittees under Regulation 3.*
- B. *Sport committees:*
1. *Duties and responsibilities: In addition to duties in Article 13, each committee shall:*
 - a. *Championships: Have jurisdiction over the national championships and regional championships—where regional*

coordinators are appointed—in its discipline, and institute, conduct, and manage these championships under Regulation 4;

b. Calendar: Coordinate the domestic and international competition calendar in its discipline in conjunction with the National Office;

c. Records: Approve records for the events within its discipline; and

d. IAAF candidates: Recommend candidates for nomination to serve in the IAAF under Article 22;

2. Committee definitions: The disciplines and age categories under the control of each sport committee in this division are as follows:

a. Age categories:

i. Open athletes are of any age 14 years and over for women and 16 years and over for men; and

ii. Junior athletes must be at least age 14 on the day of competition and under age 20 on December 31 in the year of the competition; and

b. Jurisdiction:

i. Men's Track & Field: Indoor and outdoor track & field activity for junior and open men, not including track races of greater than 10,000 meters;

ii. Women's Track & Field: Indoor and outdoor track & field activity for junior and open women, not including track races of greater than 10,000 meters; and

iii. Race Walking: All race walking activity for junior and open men and women; and

3. Makeup: Each sport committee shall be constituted as stated in Article 13-B-2.

C. Joint Development Group: There shall be a Joint Development Group serving the High Performance and Long Distance Running Divisions. It shall consist of the four committees below. The group shall report to the divisional chairs for High Performance and Long Distance Running, the chair of the Coaches Advisory Committee, and to the chair of the Athletes Advisory Committee. The two divisional chairs, the chair of the Coaches Advisory Committee and the chair of the Athletes Advisory Committee shall appoint a group coordinator with the approval of the President.

1. Coaching Education:

a. Duties and responsibilities: The committee shall:

i. Curricula: Define and develop curricula for the training and education of coaches in Athletics, and to share such criteria with any educational institution authorized by the Associations Committee and the National Office for Internet use in an on-line education program;

ii. Certification: Develop and monitor a certification program to augment the educational system;

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- iii. *Materials: Create the appropriate materials and manuals to assist the instructors and trainees;*
 - iv. *Education: Coordinate, develop, and administer the seminars and clinics to train the necessary instructors for the educational system;*
 - v. *Evaluation: Evaluate methods of the educational system;*
 - vi. *Coordination: Coordinate the above activities with all interested committees of USATF, including, but not limited to, the Men's and Women's Development committees and the Sports Medicine & Science Committee;*
 - vii. *Administration: Have the right to create subcommittees and an executive committee to carry out its duties and responsibilities; and*
 - viii. *List: Maintain a current list of all certified coaches with their levels and distribute upon request an annual report of certified coaches living in each Association to that Association;*
- b. *Makeup: The committee shall consist of the following components:*
- i. *National subcommittee: This subcommittee shall consist of members who, unless hereinafter specified to the contrary, shall be appointed by the divisional chairs of High Performance and Long Distance Running, the chair of the Athletes Advisory Committee, and the chair of Coaches Advisory Committee, with the approval of the President. The members of the committee shall be as follows:*
 - (a) *Chair;*
 - (b) *Vice chair;*
 - (c) *Director of Coaching School Operations;*
 - (d) *Director of Instructional Quality;*
 - (e) *Director of Event Specific Curriculum and Instruction, and the following event group chairs:*
 - Sprints/Hurdles Curriculum*
 - Jumps Curriculum*
 - Throws Curriculum*
 - Endurance Curriculum*
 - Combined Events Curriculum;*
 - (f) *Director of Special Projects;*
 - (g) *Directory of Technology;*
 - (h) *Director of Sports Science Curriculum and Instruction, and the following specific specialty chairs:*
 - Biomechanics Curriculum*
 - Training Theory Curriculum*
 - Psychology Curriculum*

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Physiology Curriculum

Director of Coaching Services;

- (i) *One (1) member named by each of the following sport committees:*

Men's Track & Field

Women's Track & Field

Men's Long Distance Running

Women's Long Distance Running

Race Walking

Youth Athletics;

- (j) *The following at-large representatives (or their designees):*

High Performance Division chair

Long Distance Running Division chair

Cross Country Council chair

Men's Development Committee chair

Women's Development Committee chair

Sports Medicine & Science Committee chair

Coaches Advisory Committee chair

Associations Committee chair; and

- (k) *Eight (8) Active Athlete members selected by the active athlete delegates to USATF, at least one (1) of whom shall represent the following:*

Track

Field

Long distance running

Cross country running

Race walking;

- ii. *Association subcommittee: This subcommittee shall consist of the chair of coaches education from each Association which has a coaching education committee, plus that number of active athlete delegates to USATF equal to at least 20% of the total resulting membership; and*

- iii. *Association coaching education committees and chairs: Recognizing the differences between Associations in the activities of coaches' education, insofar as they can, Associations' coaching education committees shall attempt to parallel the structure of the national subcommittee, such activities being led by an Association coaching education chair appointed by the Association president (unless otherwise provided for in the Association's bylaws);*

2. *Men's Development and Women's Development:*

- a. *Duties and responsibilities: The committees shall:*

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- ii. *Assistant chairs: The President may designate the chair of the committee to be one (1) of the three (3) subcommittees, in which case only two (2) chairs of subcommittees shall be selected;*
- iii. *Subcommittee assignments: In addition to their other duties assigned by the chair of the committee, each subcommittee chair shall be designated by the President to chair one (1) of the three (3) subcommittees;*
- iv. *Executive committee: This committee shall have an executive committee with the following duties, responsibilities, and makeup:*
 - (a) *Duties and responsibilities: The executive committee shall meet, either in person or by conference call, from time to time at the call of the committee chair (with at least five (5) days' notice, which may be unanimously waived) to carry out the business of the committee between its regular sessions. All minutes of the executive committee shall be promptly circulated among members of the entire committee; and*
 - (b) *Makeup: The executive committee shall consist of seven (7) or eight (8) members: the committee chair, the two (2) or three (3) subcommittee chairs, and four (4) at-large members selected by and from the committee at its annual meeting. Two (2) of the members of the executive committee shall be Active Athletes; and*
- v. *Assistant chairs: The committee chair may appoint an assistant chair to the committee and/or to the subcommittees, and designate responsibilities to those assistant chairs;*
- b. *Medical Services subcommittee:*
 - i. *Duties and responsibilities: This subcommittee shall:*
 - (a) *Coordinate and provide medical services to national teams at international competitions, both in the United States and abroad;*
 - (b) *Advise athletes, coaches, and the Athletics community on preventing and caring for Athletics injuries;*
 - (c) *Collaborate with the Sports Science Subcommittee in conducting seminars at the annual meeting and elsewhere and in all other areas of mutual concern;*
 - (d) *Establish a nationwide pool of medical care providers and other support personnel, experienced in the field of Athletics, who meet criteria developed by the subcommittee, and establish a selection process to*

- utilize these personnel to provide care for national team members at other major competitions;*
- (e) Advise national team medical personnel about recommended medications, supplies, equipment, immunizations, and other preventative health requirements;*
 - (f) Compile medical reports from national team medical personnel and disseminate recommendations concerning health care needs and preventative measures to the Athletics medicine community;*
 - (g) Evaluate and establish working relationships with sports medicine care providers throughout the United States to develop a nationwide medical care referral network;*
 - (h) Provide information and advice to athletes, coaches, and USATF concerning proper use of pharmaceuticals and the prevention and care of injuries, illnesses, and environmental stresses;*
 - (i) Develop educational materials and conduct educational programs concerning drug abuse in sports; and*
 - (j) Serve as a consultant to USATF and national championships organizing committees concerning the establishment of medical care systems for the health and safety of athletes and officials;*
- ii. Makeup: The subcommittee shall consist of the chair (who, if someone other than the committee chair, shall be an assistant chair of the committee), the chair of the committee, the chair of the Scientific Services Subcommittee, up to eleven (11) at-large members appointed by the President, one (1) representative from each sport committee, one (1) member named by the Associations Committee, one (1) member named by the Coaches Advisory Committee, and that number of Active Athletes equal to at least twenty percent (20%) of the total authorized membership of the subcommittee to be selected by the Active Athlete delegates to USATF. The chair of this subcommittee, with the approval of the President, shall have the authority to appoint additional members necessary to carry out the responsibilities of the subcommittee. The subcommittee shall organize the following subcommittees, with the chairs appointed by the subcommittee chair:*
- (a) Physicians (M.D., D.O.);*
 - (b) Trainer/therapist;*
 - (c) Allied health professionals; and*

- (d) *Pharmacology;*
- c. *Scientific Services subcommittee:*
 - i. *Duties and responsibilities: This subcommittee shall:*
 - (a) *Study the correlation between health and sports recommendations concerning the conduct of Athletics;*
 - (b) *Conduct sports medicine and sports sciences seminars at each annual meeting of USATF and elsewhere as needed;*
 - (c) *Collaborate with the Medical Services Subcommittee in areas of mutual concern, including educational seminars;*
 - (d) *Assist and advise Sport Committees in areas of physiological testing, biomechanical analysis, and nutrition;*
 - (e) *Inventory and evaluate sports medicine and sports sciences facilities throughout the United States;*
 - (f) *Develop working relationships with qualified consultants in the fields of biomechanics, physiology, nutrition, and other sports-related sciences, and assist in making such consultants available to athletes, coaches, and Sport Committees;*
 - (g) *Develop and distribute periodic newsletters, position statements, and other medical information to the Athletics community through all available channels; and*
 - (h) *Provide references to technical knowledge, understanding, and applications of sports-related sciences which relate to the improvement and development of Athletics; and*
 - ii. *Makeup: The subcommittee shall consist of the chair (who, if someone other than the committee chair, shall be an assistant chair of the committee), the chair of the committee, the chair of the Medical Services Subcommittee, up to eight (8) at-large members appointed by the President, one (1) representative each named from the Coaching Education, Coaches Advisory, Men's Development, Women's Development, Associations, and each sport committee, and that number of Active Athletes equal to at least twenty percent (20%) of the total authorized membership of the subcommittee to be selected by the Active Athlete delegates to USATF. The chair of this subcommittee, with the approval of the President, shall have the authority to appoint additional members necessary to carry out the responsibilities of the subcommittee. The subcommittee*

- shall organize the following subcommittees, with the chairs appointed by the subcommittee chair:*
- (a) Physiology;*
 - (b) Biomechanics;*
 - (c) Nutrition;*
 - (d) Education;*
 - (e) Research; and*
 - (f) Materials & Equipment;*
- d. Psychological Services subcommittee:*
- i. Duties and responsibilities: This subcommittee shall:*
 - (a) Coordinate and provide psychological services to national teams at international competitions in the United States and abroad;*
 - (b) Establish a nationwide pool of qualified mental health providers, experienced in the fields of Athletics, who meet criteria established by the committee;*
 - (c) Establish a selection process to utilize these personnel to provide care for national team members at international and national competitions;*
 - (d) Compile reports from national teams' psychology personnel and disseminate recommendations concerning mental health needs and preventative measures for athletes and staff;*
 - (e) Collaborate with appropriate committee members in conducting sessions at the annual meeting, and elsewhere in areas of mutual concern;*
 - (f) Assist and advise sport committees and the Development committees in the areas of mental health, psychological preparation for competition, and skills acquisition, including providing psychology personnel for camps, clinics, seminars, workshops, etc.;*
 - (g) Develop and disseminate educational information, position statements, and other mental health guidelines to athletes, coaches, team leaders, and USATF staff through all possible channels of communication; and*
 - (h) Provide personal individual consultation to members of the Athletics community, if requested, concerning mental health-related matters; and*
 - iii. Makeup: The subcommittee shall consist of the chair (who, if someone other than the committee chair, shall be an assistant chair of the committee), the chairs of the Medical and Scientific Services subcommittees, up to eight (8) at-large members appointed by the President, one (1) representative each named from the Coaching Education,*

Coaches Advisory Committee, Men's Development, Women's Development, Associations, and each sport committee, and that number of Active Athletes equal to at least twenty percent (20%) of the total authorized membership of the subcommittee to be selected by the Active Athlete delegates to USATF. The chair of this subcommittee, with the approval of the President, shall have the authority to appoint additional members necessary to carry out the responsibilities of the subcommittee. The subcommittee shall organize the following subcommittees, with the chairs appointed by the subcommittee chair:

- (a) Development activities (camps, clinics, seminars, etc.);*
 - (b) Education;*
 - (c) Research and Special Projects;*
 - (d) Youth and Special populations;*
 - (e) Masters;*
 - (f) International competition services; and*
 - (g) Publications; and*
- e. Substance Abuse Education subcommittee:*
- i. Duties and responsibilities: In cooperation with the National Office, this subcommittee shall develop educational materials and conduct educational programs concerning drug abuse in sports; and*
 - ii. Makeup: The subcommittee shall consist of a chair and members appointed by the Sports Medicine and Science chair with the approval of the President and, in consultation with the chairs of the committees within the High Performance Division and the chair of the Long Distance Running Division, one (1) member named by the Coaches Advisory Committee and each sport committee, and that number of Active Athletes equal to at least twenty percent (20%) of the total authorized membership of the subcommittee to be selected by the Active Athlete delegates to USATF.*

ARTICLE 15
LONG DISTANCE RUNNING DIVISION

- A. *Long distance running division constituency: This division includes:*
Men's Long Distance Running Committee
Women's Long Distance Running Committee
Masters Long Distance Running Committee
Cross Country Running Council
Mountain/Ultra/Trail Running Council
Road Running Technical Council
AND
Joint Development Group (also a part of the High Performance Division)
- B. *Division:*
1. *Divisional chair: This division shall have a chair selected under Article 9. The chair shall coordinate championships that are under the jurisdiction of more than one committee in the division;*
 2. *Divisional executive committee: The executive committee shall be composed of the divisional chair, the three sport committee chairs, the three (3) council chairs, the nine (9) divisional subcommittee chairs, and four (4) athletes chosen from and by the athlete representatives to the sport committees. The divisional chair shall also chair the division's executive committee; and*
 3. *Subcommittees: Divisional subcommittees shall have the role and authority to coordinate their activities across the division. The subcommittees shall make recommendations on budget needs to the divisional executive committee. Joint subcommittees shall include, but not be limited to: Awards, Budget, Championships, Coaching Education, Development, Governance, International Competition, Officials, and Records/RRIC:*
 - a. *Naming: The division chair shall name the subcommittee chairs, with the approval of a majority of the three sport committee chairs; and*
 - b. *Membership: The appropriate Sport Committee chairs shall appoint their subcommittee members for their Sport Committees. Men's, Women's, and Masters Long Distance Running shall have equal representation on each subcommittee. They need not be members of the sport committee and shall not be voting members as a result of their appointments. Active Athletes shall make up at least*

twenty percent (20%) of the each subcommittee and meet the same criteria, when possible, as in Article 13-B-3.

C. Sport committees:

1. *Duties and responsibilities: In addition to the provisions of Article 13, each committee shall:*
 - a. *Championships:*
Have jurisdiction over the national championships and regional championships—where regional coordinators are appointed—in its discipline, and institute, conduct, and manage these championships under Regulation 4;
 - b. *Calendar: Coordinate the domestic and international competition calendar in its discipline in conjunction with the National Office;*
 - c. *Records: Approve records for the events within its discipline; and*
 - d. *IAAF candidates: Recommend candidates for nomination to serve in the IAAF under Article 22;*
2. *Committee definitions: The disciplines and age categories under the control of the three sport committees in this division are as follows:*
 - a. *Age categories:*
 - i. *Open athletes are of any age 14 years and over for women and age 16 years and over for men;*
 - ii. *Masters athletes shall be at least age 40 on the day of competition; and*
 - iii. *Junior athletes must be at least age 14 on the day of competition and under age 20 on December 31 in the year of the competition; and*
 - b. *Jurisdiction:*
 - i. *Men’s Long Distance Running: Off-track running at all distances and track running at distances over 10,000 meters;*
 - ii. *Women’s Long Distance Running: Off-track running at all distances and track running at distances over 10,000 meters; and*
 - iii. *Masters Long Distance Running: All off-track running and track running over 10,000 meters for masters men and women;*
3. *Makeup: Each sport committee shall be constituted as stated in Article 13-B-2. Active Athlete members on all committees and subcommittees in this division must have competed in a USATF-sanctioned event in the sport of long distance running as defined by subparagraph 2-b above at least once during the*

previous calendar year. When available, at least twenty-five percent (25%) of that number shall be athletes who have represented the United States in international Athletics competition in one of the disciplines of long distance running as defined by subparagraph 2-b above; and

4. *Committee chair: In addition to the duties spelled out in Article 13-C-1, the chair shall have the authority to appoint committee representatives to committees where that sport committee has representation.*

D. Councils:

1. *Cross Country Running Council:*

a. Duties and responsibilities: The Cross Country Council shall:

Championships: *Have jurisdiction over the national championships and regional championships—where regional coordinators are appointed—in its discipline, and institute, conduct, and manage these championships under Regulation 4. The Masters Long Distance Running Committee must approve masters championships bids recommended by the Council. A joint Site Selection Sub-Committee consisting of three members selected by the Cross Country Council, three members selected by the Club Council and one member selected by the Masters Long Distance Running Committee shall select and recommend a site for the national Club Cross Country Championships to the CEO. The Masters LDR representative shall be the chairperson of this joint sub-committee.;*

- i. *Calendar: Coordinate the domestic and international competition calendar in its discipline in conjunction with the National Office; and*
- ii. *IAAF candidates: Recommend candidates for nomination to serve in the IAAF in accordance with Article 22;*

b. Council definition: *The disciplines and age categories under the control of the Cross Country Running Council are as follows:*

i. Age categories:

- (a) *Open athletes are of any age 14 years and over;*
- (b) *Masters athletes shall be at least age 40 on the day of competition; and*
- (c) *Junior athletes must be at least age 14 on the day of competition and under age 20 on December 31 in the year of the competition; and*

ii. Jurisdiction: *The Council governs cross country running only for junior, open, and masters men and women;*

c. Makeup: The makeup of the Council, which shall be reflected along with the sport committees in the exhibits section of this handbook, shall be as follows:

- i. Association members: One (1) member to be named by each accredited Association. If two Associations merge, the two incumbent representatives on the committee may continue to serve. When at least one incumbent no longer serves on the committee, the merged Association's representation shall revert to one committee member. If there are fewer Associations than the accredited number in attendance at any meeting of the Council, the Council may approve up to five (5) at-large voting members be added to the membership for that meeting;*
 - ii. Sports organization members: One (1) member to be named by each sports organization listed in the exhibits section of this handbook;*
 - iii. Officials Committee member: One (1) member to be named by and from the Officials Committee;*
 - iv. Elected chair: The person elected by and from the council to serve as chair, who shall name such other officers and regional representatives from within the membership of the Council as needed; and*
 - v. Athletes: Active Athletes in the discipline of cross country who shall constitute at least twenty percent (20%) of the total membership, the number of which may vary due to the number of Associations accredited and the number of Article 5-D members; and*
- d. Council chair: See Article 13-C-1 for committee chairs, where applicable.*

2. Mountain/Ultra/Trail Running Council:

a. Duties and responsibilities: The Mountain/Ultra/Trail Running Council shall:

- i. Championships: Have jurisdiction over the national championships and regional championships—where regional coordinators are appointed—in its discipline, and institute, conduct, and manage these championships under Regulation 4. ;*
- ii. Membership: Represent/promote the interests of MUT runners within USATF;*
- iii. IAAF member organization representatives: Recommend individuals to serve in the International*

- Association of Ultrarunners (IAU) and World Mountain Running Association (WMRA) under those organizations' constitutions and bylaws;*
- iv. Awards: Coordinate the selection of the discipline's Runners of the Year and Contributor of the Year awards; and*
 - v. Miscellaneous: Promote and develop activities related to its discipline.*
- b.** *Makeup: The makeup of the Council, which shall be reflected along with the sport committees in the exhibits section of this handbook, shall be as follows:*
- i. Association members: One (1) member to be named by each accredited Association that has conducted a championship in one of the Council's disciplines in the previous twelve (12) months. Associations that have not conducted a championship in one of the Council's disciplines in the previous twelve (12) months are encouraged to attend Council meetings in a non-voting capacity. If two Associations merge, the two incumbent representatives on the committee may continue to serve. When at least one incumbent no longer serves on the committee, the merged Association's representation shall revert to one committee member;*
 - ii. Elected chair: The person elected by and from the Council to serve as chair;*
 - iii. Elected vice-chair: The person elected by and from the Council to serve as vice-chair;*
 - iv. Sport committee members: Three representatives each from the Women's Long Distance Running, Men's Long Distance Running, and Masters Long Distance Running Committees. Of the three representatives from each committee, one shall represent mountain running, one shall represent ultra running, and one shall represent trail running;*
 - v. At-large members: Up to four at-large members to be selected by the chair; and*
 - vi. Athletes: If the number of active athletes in the discipline of mountain, ultra, or trail running on the Council is less than twenty percent (20%) of the total membership, additional active athletes shall be named to bring the number on the Council to at least twenty percent (20%) of the total membership. Such active athletes shall be selected by those registered*

- attendees at the meetings of USATF who are active athletes engaged in the discipline of mountain, ultra, or trail running;*
- c. Council chair: See Article 13-C-1 for committee chairs, where applicable;*
 - d. Executive committee: The Council shall establish an executive committee to perform its duties between annual meetings. The membership of the executive committee shall be at the discretion of the Council as a whole. The number of active athletes in the discipline of mountain, ultra, or trail running shall be at least twenty percent (20%) of the committee; and*
 - e. Operating procedures: The Council shall have a set of written operating procedures on file with the National Office, as stated in Article 13-D-6 for committees; and*
- 3. Road Running Technical Council:*
- a. Duties and responsibilities: The council shall:*
 - i. Manage a national program of accurate road course measurement and certification;*
 - ii. Establish and maintain a national list of certified courses;*
 - iii. Select, train, and supervise road course certifiers;*
 - iv. Provide technical information and advice to assure that rules relating to course measurement and certification can realistically be enforced;*
 - v. Provide a pool of qualified expert measurers for special situations as determined by the council;*
 - vi. Assist the Records Committee and RRIC by providing current information as to race course certification status;*
 - vii. Assist the RRIC by providing validation measurers as necessary for record purposes; and*
 - viii. Maintain communications with all interested parties nationally and with technical counterparts in foreign federations; and*
 - b. Make-up: The Council shall consist of a chair and members named by the President. At least twenty percent (20%) of the members shall be active athletes selected by the active athlete delegates to USATF.*

E. Development Group: (see Article 14-D).