



2017/2018

RMISA HANDBOOK

**Rocky Mountain
Intercollegiate
Ski Association**

*Colorado Mountain College
Montana State University
University of Alaska Anchorage
University of Alaska Fairbanks
University of Colorado
University of Denver
University of New Mexico
University of Utah
University of Wyoming
Westminster College*

ROCKY MOUNTAIN INTERCOLLEGIATE SKI ASSOCIATION CONSTITUTION

ARTICLE 1

NAME: The name of the organization shall be the Rocky Mountain Intercollegiate Ski Association.

ARTICLE 2

PURPOSE: The purpose of this Association shall be to expand, encourage and govern intercollegiate skiing among the members of RMISA.

ARTICLE 3

GOVERNMENT: The Association shall be governed by its constitution, bylaws and regulations passed from time to time.

ARTICLE 4

MEMBERSHIP: The Association shall consist of the following institutions: Montana State U., U. of Alaska Anchorage, U. of Alaska Fairbanks, U. of Colorado, U. of Denver, U. of New Mexico, and the U. of Utah. Colorado Mountain College, U of Wyoming, and Westminster College are associate members of the RMISA.

- A. Full Members
 - 1. Must sponsor SKIING under NCAA
 - 2. New members: To be admitted to the Association an applicant must submit a formal application and dues; and an applicant must receive the affirmative vote of a simple majority of RMISA members by December 1st.
 - 3. Withdrawal: Any member wishing to withdraw from the Association shall file an official notice in writing with the Secretary at least one year before the withdrawal, until its obligations to the Association and members are discharged.
 - 4. Expulsion and Probation: The Association shall have the power by a simple majority of all but the offending member to expel or place on probation any member that violates the rules and regulations of the Association. Member institutions who have not paid their dues prior to January 1st will be notified and given a period of 30 days to settle their finances with the Association, or will be automatically dropped from the Association if a valid written explanation is not received within 30 days.
 - 5. Reinstatement: Reinstating any member who has withdrawn or has been expelled requires the affirmative vote of a simple majority of RMISA members.
 - 6. Dues and Pre-entry Fees: Dues and pre-entry fees shall be set by the RMISA membership at the annual meeting.
- B. Associate Membership: An Associate member is any NON-NCAA institution which cannot be a full member of the RMISA but still wishes to join and participate.

ARTICLE 5

ORGANIZATION AND FUNCTION: The athletic director or representative of each member institution shall appoint a delegate to represent that institution. Such delegates will constitute the Board of Directors. This Board will have the authority to govern the Association in accordance with the constitution, bylaws and regulations. The functions of the Board are:

- A. To elect officers of the Association,
- B. To determine all Association policies,
- C. To refer to the athletic directors or representatives all matters with which the directors are concerned,
- D. To act upon recommendations submitted by the director of athletics or representatives,
- E. To receive reports and take final action on all reports.

Article 6

OFFICERS: The officers of the Association shall be: President/ Treasurer and Vice-President/Secretary, elected at the annual meeting of the Association by the Board of Directors.

A. The duties of the President/Treasurer shall be:

1. To preside over all meetings of the Association,
2. To issue calls for all meetings, designating time and place,
3. To be the official representative of the Association,
4. To appoint committees,
5. To enforce the rules as prescribed by the Association,
6. To perform such other duties as shall be prescribed from time to time,
7. To prepare the agenda for all Association meetings and submit copies to members one month in advance of the scheduled meetings,
8. To act as custodian of all Association funds, and/or appoint a separate treasurer.

B. The duties of the Vice-President/Secretary shall be:

1. To assume the duties of the President in his/her absence,
2. To keep minutes of meetings,
3. To act as a liaison to the President.
4. The Vice-President, at his/her discretion, may appoint a Secretary.

ARTICLE 7

MEETINGS: Shall be annually in the spring. (*The Spring Meeting for 2017 will be held in conjunction with the USSA Congress in Park City, UT. May 9, 2017*) Special meetings may be held upon the call of the President at the request of two or more member institutions. A teleconference may constitute a special meeting. There must be a quorum to constitute an official meeting.

ARTICLE 8

QUORUM: A majority of the Board of Directors of the member institutions shall constitute a quorum.

ARTICLE 9

VOTING: Decisions shall require a majority of affirmative votes, except as otherwise noted in this constitution. Each member institution shall be allowed one vote. No votes may be cast by proxy. There shall be no mail votes.

ARTICLE 10

ELIGIBILITY: All RMISA skiers must be certified eligible by his/her institution requirements. To be eligible for selection to attend the NCAA Championship competitions, a racer must satisfy NCAA eligibility requirements. Club sports teams are eligible for RMISA competition.

ARTICLE 11

AMENDMENTS: The constitution may be amended by a three quarters majority of member institutions.

ARTICLE 12

RULES: All functions and meetings of the RMISA will be governed by Robert's Rules of Order.

BYLAWS OF THE RMISA
(Version 2014-2015)

1. SCHEDULING

- A. Proposed schedule should be drawn up one year in advance with the dates for races being set at the annual meeting.
- B. All RMISA meets shall be held, when possible, on Friday through Sunday and in the Region. Exceptions can be proposed at the Spring Meeting.
- C. Confirmation of competitions and their details shall be made at the annual meeting.
- D. Bids for a home meet has to be approved on or before the annual RMISA meeting.
- E. RMISA will host 5 weekend events each season. For Alpine only, two weekend events will hold 3 days of scheduled competitions. The hosts of the 3 days of competition will be decided by a member vote. All events, **with a possible** exception of the Nordic events at the RMISA Regional Championships, and race sites not yet FIS compatible, will be FISU/USSA events.
- F. Hosting institutions shall provide one day of gates and/or freeskiing free of charge (no lane or hill fee). Each institution wishing to train/freeski is responsible for the cost of racer lift tickets. If a training day is not possible due to other conflicts, the host institution shall provide notice in their fact sheet regarding the conflict with the training day.
- G. 72 hours after completion of last event of your home meet, full results (includes team scores for men/women/alpine/nordic events, total team scores, and all race results) must be submitted to all RMISA institutions and to the RMISA web master. If full results are not submitted within 72 hours, a \$250 dollar fee will be imposed. If complete results are not submitted within 2 weeks, there will be a \$1000 dollar fine. If the fine is not paid by the annual meeting, the institution will be removed from scheduling a meet and not be able to host a home meet until the fine is paid.
- H. Regional Championships
 - 1. The Regional Championships will be chosen using the NCAA bid process. It is suggested that the Region submits as few bids as possible.
 - 2. Any institution on the scheduled meet rotation for the year and belonging to the Association may bid to host.
 - 3. Financing will be by individual institution funds and the NCAA Regional Stipend.
 - 4. A maximum Banquet fee of \$50/person can be charged. Recommend dress code if school officials are attending the banquet.

2. COMPETITION

- A. Rules: All competitions sanctioned by the RMISA shall be conducted under NCAA and/or USSA and/or FIS rules, or by agreement here within.
- B. Types of Competition: RMISA competition may include any alpine or cross country events for both men and women.
 - 1. The RMISA constitutes an NCAA division.
 - a. All RMISA member teams will be eligible to compete in RMISA competitions, as specified in Schedules.
 - b. Eligibility: All RMISA skiers must be eligible by his/her institution requirements.
 - c. Guest teams:
 - 1. May be invited to compete in RMISA competitions at the discretion of the host institution,
 - 2. For alpine, guest teams are limited to USSA members only, not to exceed 5 men and 5 women.
 - d. Post runners may run at the discretion of the host institution.
 - 2. Numbers of Competitors
 - a. The numbers of skiers/athletes per institution shall be unlimited.
 - 3. Licenses
 - 1. All foreign competitors must carry a valid FIS license and all domestic competitors must carry a valid USSA license before they are allowed to start in a RMISA race.

3. CONDUCT RULES

A. Alpine

1. Only jury members and officials are allowed to disqualify competitors.
2. Gate keepers will report to the head gate keeper after each run if anyone tried to influence their decisions as to whether a racer passed gates correctly.
3. Any individual found trying to influence a gate keeper will be banned from the race hill for the remainder of the race meet.
4. The TD and referee for alpine competition must be USSA certified, and from outside RMISA when possible.
5. The host institution may provide a video for the slalom event for use by the jury upon their request. The jury may use video to adjudicate a decision.
6. Coaches may submit video evidence to the jury to protest a disqualification or to be used in a disqualification. Only for non-FIS events. A protest fee of \$75 dollars will apply.
7. Results are not official until the T.D. has reviewed and signed them.
8. All RMISA alpine competitions will be sanctioned and scored by USSA and/or FIS.

B. Nordic

1. Only jury members can disqualify competitors.
2. Officials and coaches can protest a non-disqualification per NCAA rules. A protest fee of \$75 dollars will apply.

C. Nordic Wax

1. The use of all high fluorinated additives, which includes pure fluoro powder, liquid or block is prohibited from all RMISA competitions for both classic and free techniques. This ban shall also apply to the RMISA Regional Championship. This rule shall not apply to NCAA Skiing Championships or events that are joint competitions with Super Tour events or US National Championships.

4. SEEDING

A. A mandatory coaches meeting will be held on the night before the race to cover race procedure, organization, administration and drawing the seeds. The host institution will assume responsibility for hosting the meeting.

B. Procedure

1. Entries will be submitted at the seed meeting specifying designated scorers and I.O.'s.
2. The maximum number of skiers per seed is 11.
3. There will be no more than 7 seeds, plus I.O.'s.
4. I.O.'s will be seeded separately from the field.

C. Alpine Specific

1. *FIS-Uni Seeding*

All competitors in FIS-Uni sanctioned events will be seeded by the FIS-Uni Start Lists, using the RMISA Start List Seeding Procedure. (FIS rule 5.2)

2. *FIS-Uni Start Lists*

a. The FIS-Uni Start Lists will be created for each discipline, SL and GS, by scoring all competitors, in all RMISA FIS-Uni events for the current season, including the "Basic List" from the previous season for the first two races in that discipline, using the World Cup points table.

b. In the case of a tie in an event, each racer will be awarded the full points for his/her place of finish.

c. The current FIS-Uni Start Lists will be posted on www.RMISASkiing.com

3. *RMISA Start List Seeding Procedure.* (rule numbers reference FIS-Uni Rules)

a. First Group (1-15)

The first group (1-15) will be determined on the basis of the respective FIS-Uni Start List points. There are two separate USA FIS-Uni Start Lists, one in the Eastern USA and one in the Western USA. In the case of a points tie for 7th (SL/GS) or 15th place (all events) the group will be appropriately expanded. If there are not 15

competitors with respective FIS-Uni Start List points, then the first group comprises only the competitors with respective FIS-Uni Start List points.

2. 4.2.5.1.2 Choice of Starting Numbers/Draw
GS/SL: 1st group (1-15)
The first group is sub-divided into two groups: (1-7) and (8-15). The start numbers are then drawn by double-draw from within these groups.
 3. 4.2.5.1.3 Validity of the USA FIS-Uni Start List points
The final event ranking in the respective USA FIS-Uni Start List is used as race result with a validity defined in art 4.2.5.1.3 in the next season. The first ranked has 100 points, the 30th ranked has 1 point. This ranking determines the first 30 competitors for the first race of the season. For the first race, if there are not 30 competitors present who appear on the basic list, the missing places will be filled up by continuation of the previous season's final event standings. The respective USA FIS-Uni Start List points achieved from the first race onwards in each event will be added to the basic list to determine the new ranking.
 2. 4.2.5.1.4 Validity of the Basic List
After the second race in that event in the current season the basic list will be deleted
 3. 4.2.5.2 After the first group
After the 1st group the competitors with the lowest 5 FIS points in that event may start. The next 15 competitors start according to the respective USA FIS-Uni Start List event standing, unless they are within one of the two above mentioned groups.
 4. 4.2.5.3 Size of the field
The start field will be comprised (according to International FIS-Uni rule) by collegiate and non-collegiate FIS registered skiers up to the 140 starters with respect to the National Quota rule.
 5. 4.2.5.4 Second Run Start Order
The start order for the second run will be reverse 30 unless otherwise determined to be reverse 15 by the Jury 1 hour prior to the start of the 1st run, based on course conditions. The second run may be limited to the top-60 finishers by the Jury, decision must be made at least 1 hour prior to the start of the 1st run.
4. RMISA Regional Championship Seeding
 - a. A mandatory coaches meeting will be held on the night before the race to cover race procedure, organization, administration and drawing the seeds. The host institution will assume responsibility for hosting the meeting.
 - b. Procedure
 1. Entries will be submitted at the seed meeting specifying designated scorers and I.O.'s.
 2. The maximum number of skiers per seed is 11.
 3. There will be no more than 7 seeds, plus I.O.'s.
 4. I.O.'s will be seeded separately from the field.
 - c. Alpine Specific
 1. Guest teams may be included in the team draw at the discretion of the RMISA team captains, provided they do not expand the seed size to more than eleven teams.
 2. RMISA skiers in the 6th and 7th seeds will run ahead of other guests in those seeds.
 3. Running order for the second run in both SL and GS will be the flip 30 system: The first thirty finishers are run in reverse order; the rest of the field runs in order of finish.
 - d. Nordic Specific
 1. FIS seeding may be used instead of Regional Seeding for both techniques.

D. Substitutions

1. In case of injury or sickness to a competitor, if reported to the race secretary prior to 12:01 am on the morning of the race, a substitution may be made from outside the original duly entered team (of up to 6 individuals.)
2. In case of injury or sickness on the day of the race, substitutions must be made from the team entered, seeded and drawn.
 - a. Substitutions must be reported to the referee or TD no later than one hour prior to the start of the particular event.
 - b. Alpine only: The substitute will take the start position of the competitor replaced.
 - c. X-C only: A change in designated scorers may be made up to one hour before the start of the race.

5. SCORING

- A. The RMISA will adopt the NCAA scoring procedures for team points.
 1. Each team may designate up to 6 scoring skiers; the best 3 will be scored.
 2. The scoring point base will be 40 points, NCAA Scoring Option B- Weighted Scoring, for all meets regardless of number of teams entered. The first 30 finishers, in each event, for both Nordic and Alpine shall score with 1st place receiving 40 points and 30th receiving 1 point. In case of a tie, the tying skiers are awarded the average of the points designated for the tied position plus the points for the next place of finish.
 3. For male and female separate relays: Each institution will score two male and two female relay team consisting of 2 skiers. For Mixed relays: Each institution will score two mixed teams consisting of 4 skiers per team and at least two women in each team. A team with more than 2 women will get ½ the points for the place finished.
- B. Co-ed team champions, women's team champions and men's team champions should be computed for each meet.
- C. Non-RMISA NCAA teams will qualify for individual awards, but will not be included on team scores.

Reference for Scoring Base Option B

| Place | Points | Place | Points | Place | Points |
|-------|--------|-------|--------|-------|--------|
| 1st | 40 | 11th | 20 | 21st | 10 |
| 2nd | 37 | 12th | 19 | 22nd | 9 |
| 3rd | 34 | 13th | 18 | 23rd | 8 |
| 4th | 31 | 14th | 17 | 24th | 7 |
| 5th | 29 | 15th | 16 | 25th | 6 |
| 6th | 27 | 16th | 15 | 26th | 5 |
| 7th | 25 | 17th | 14 | 27th | 4 |
| 8th | 23 | 18th | 13 | 28th | 3 |
| 9th | 22 | 19th | 12 | 29th | 2 |
| 10th | 21 | 20th | 11 | 30th | 1 |

6. AWARDS

- A. The RMISA recognizes the following team titles:
 1. RMISA Conference regular season Team Champions. This award will be based on combining the team points for all meets prior to the RMISA Regional Championships and will be presented at the RMISA Regional Banquet.
- B. The RMISA recognizes the following individual titles:
 1. RMISA MVP presented to the regular season points winner (Men/Women/Alpine/Nordic) based on accumulation of NCAA Qualification points (Alpine/Nordic total points) for all

RMISA meets prior to the Regional Championships. These awards will be presented at the Regional Banquet. In case of a tie, then the method for tiebreaking shall be by comparing the third, then fourth, and then fifth place finishes.

- C. The RMISA also recognizes the following individual awards:
 - 1. All-Conference awards, nordic and alpine: The All-Conference Team will be picked using the final NCAA qualifying list per bylaw 9.A.3 (Alpine) and 9.A.4 (Nordic). The top 5 individuals will be declared 1st Team All-Conference, and the next 5 individuals will be declared 2nd Team All-Conference.
 - 2. Male and Female RMISA Conference Athlete of the Year from Alpine and Nordic (4 total) decided by a member vote. One vote per member institution for each category. 1st = 15 points. 2nd = 10 points. 3rd = 5 points. This vote is done at the RMISA Spring Meeting.
- D. Announcement of the All-Conference Awards above should occur within 72 hours after completion of the Regional Championships.
- E. Associate members are only allowed to participate.
- F. Skier of the Week Award
 - 1. The considerations for determining the skier of the week:
 - a. NCAA Qualification/Championship Scoring
 - b. Order of finish
 - c. Ties will be broken by using combined times.
 - d. X-C will use the individual events only.
 - e. No one skier being allowed to repeat
 - 2. All coaches will be notified, by the R.M.I.S.A President, of the skier of the week winner within 72 hours after completed meet.
- G. RMISA Conference Nordic and Alpine Coach of the Year Award/selection based on points
 - 1. Vote on Monday after NCAA Championships based on the RMISA regular season including Regional Championships.
 - 2. Vote for 1st, 2nd, and 3rd Choice. 1st = 15 Points. 2nd = 10 Points. 3rd = 5 Points.
 - 3. RMISA President Announces winners of this Award on Monday following NCAA Championships.

7. ENTRY FEES

- A. Member institutions: Entry fees for RMISA teams will be \$300 per meet per team up to 6 athletes. A member team is defined as 1 to 6 athletes who pay \$300 in any one of the following categories: men's alpine, women's alpine, men's nordic, women's nordic.
- B. Guest institutions: Entry fee for guest institutions will be \$300/gender/team/meet.
- C. **Membership and Associate member dues are \$350.**
- D. **Membership and Associate member RMISA Senior /Leader Bibs fee \$50.**

8. R.M.I.S.A Funds

- A. Requests for use of RMISA funds must be proposed in writing at the annual RMISA meeting and voted on by the members.
- B. The financial review board will propose use of funds and give recommendations at the annual meeting.

9. NCAA QUALIFYING

- A. Regular qualifying for RMISA members
 - 1. Athletes listed on RMISA members official NCAA certified rosters shall obtain NCAA qualifying points.
 - 2. Points for qualifying and seeding
 - a. The official NCAA Qualification List will be determined by using the NCAA Championship Scoring (see Rule 5.2 for scoring).
 - b. In case of ties for place, both skiers earn the points for that place.
 - 3. Alpine
 - a. Four (4) race starts, two (2) per discipline (slalom and giant slalom) are required for NCAA selection. Individual points for a skier's two best RMISA results in each

discipline (slalom and GS) will be used for NCAA Championship qualifying. In case of a tie, the third, fourth, fifth, and sixth best point result (in that specific technique) if necessary, will be used for selection and seeding. A "DNS (Did Not Start), DNF (Did Not Finish), or DQ (Disqualification) shall be scored as a zero "0" point result. If still a tie, single best point result (in that specific technique) will count. If still a tie after using the best point result tie breaking method, a coin flip will be used to break the tie.

- b. Force Majeure / non-fulfillment of requirements:
 - i. Athletes which have not met the minimum required starts due to a "force majeure" or non- fulfillment of requirements shall be allowed to present a petition from their institution. All petitions shall be submitted to the RMISA President immediately following the conclusion of the NCAA West Regional/RMISA Championship event. All petitions will be voted on by membership. The institution submitting the petition shall not be allowed to vote.
 - c. The University of Alaska Anchorage will designate, prior to the first race, the two races to be used for qualifying. The points for the best result in SL and GS will be doubled. To utilize this provision, UAA must notify the board of directors by October 1st.
 - d. The NCAA quota will be filled using ITS selection, starting with the SL list and alternating with the GS list.
4. Cross country
- a. Four (4) race starts, two (2) per technique (classical and freestyle) are required for NCAA selection. Individual points for a skier's two best RMISA results in each technique (classical and freestyle) will be used for NCAA qualifying. These points will be added together to create one combined ranking list. In case of a tie, the third, fourth, and fifth best point result (in that specific technique) if necessary, will be used for selection and seeding. A "DNS (Did Not Start), DNF (Did Not Finish), or DQ (Disqualification) shall be scored as a zero "0" point result. If still a tie, single best point result (in that specific technique) will count. If still a tie after using the best point result tie breaking method, a coin flip will be used to break the tie.
 - b. Force Majeure / non-fulfillment of requirements:
 - i. Athletes which have not met the minimum required starts due to a "force majeure" or non- fulfillment of requirements shall be allowed to present a petition from their institution. All petitions shall be submitted to the RMISA President immediately following the conclusion of the NCAA West Regional/RMISA Championship event. All petitions will be voted on by membership. The institution submitting the petition shall not be allowed to vote.
 - c. The NCAA quota will be filled by selection from the combined ranking list.
- B. NCAA Qualification for NCAA Eligible Non-RMISA athletes.
- a. Non-RMISA NCAA teams may declare their intention to participate in the RMISA Regional Championships. Notice shall be given in writing to the RMISA President 30 days in advance, including a certified NCAA eligibility form for the athlete's participation in NCAA Championships.
 - b. Up to one third of the Western NCAA quota may be filled by associate members and Non RMISA NCAA teams participating at Regionals.
 - c. Skiers will receive qualifying points and will be ranked on the RMISA qualifying list according to the following formula:
 - a. Alpine: individual points will be doubled for each race, SL and GS.
 - b. Nordic: individual points will be doubled for each race, classical and skating techniques.

| | |
|-----------------------------|---------------------------|
| RMISA President: | Tyler Shepherd, DU |
| Vice President: | Kevin Sweeney, UU |
| Treasurer: | Sparky Anderson, UAA |
| RMISA Coaches Assoc. Rep. | Richard Rokos, CU |
| RMISA Web Master | Curtis Snyder, CU |
| NCAA Qualification Scoring: | Alpine: Richard Rokos, CU |
| | Nordic: Kevin Sweeney, UU |
| NCAA Ski Committee Rep. | Sparky Anderson, UAA |
| | Richard Rokos, CU |
| NCAA Rules Editor | Fredrik Landstedt, UNM |

RMISA Committees

RMISA Coaches Association Representative

| | |
|---------------|---------------|
| Richard Rokos | U of Colorado |
| Andy LeRoy | U of Denver |

Western Region Advisory Committee

(For NCAA Selection)

| | |
|---------------|-------------|
| Kevin Sweeney | U of Utah |
| Andy Leroy | U of Denver |

RMISA Financial Review Committee

| | |
|-------------------|-----------------|
| Sparky Anderson | U of Alaska |
| Fredrik Landstedt | U of New Mexico |

RMISA Constitutional Committee

TBA

RMISA Meet Rotation Committee

| | |
|---------------|---------------|
| Andy Leroy | U of Denver |
| Jaka Korencan | U of Utah |
| Bruce Cranmer | U of Colorado |

RMISA Scheduling Committee

| | |
|-------------------|-----------------|
| Richard Rokos | U of Colorado |
| David Stewart | U of Denver |
| Fredrik Landstedt | U of New Mexico |

RMISA Scheduling

| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|------------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|
| UAA | | xx | | xx | | xx | | xx | | xx | |
| CU | x | | x | x | x | | x | x | x | x | x |
| DU | x | x | x | | x | x | x | | x | x | x |
| MSU | x | x | x | x | x | | x | x | x | | x |
| UNM | x | | x | x | x | x | x | | x | x | x |
| UU | x | x | x | | x | x | x | x | x | | x |
| NCAA | CU | UNH | West | East | West | East | West | East | West | East | West |

2016-2017 West Regionals Allocations:

- Mens Alpine – 18
- Womens Alpine – 18
- Mens Nordic – 20
- Womens Nordic – 21