

2009/2010

RMISA HANDBOOK

Rocky Mountain
Intercollegiate
Ski Association

*Montana State University
University of Alaska Anchorage
University of Colorado
University of Denver
University of Nevada
University of New Mexico
University of Utah*

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 Colorado, U. of Denver, U. of Nevada, U. of New Mexico, and the U. of Utah. U of Wyoming is an associate member.

A. Full Members

1. 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.
2. 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.
3. 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.
4. Reinstatement: Reinstating any member who has withdrawn or has been expelled requires the affirmative vote of a simple majority of RMISA members.
5. 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 institution which has chosen not to 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 liason 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 2010 will be held in conjunction with the USSA Congress in Park City, UT.*) 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 national 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 2007-2008)

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 will be held 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. Starting with the 2005-2006 season, the schedule will be made using the New Scheduling proposal (see attachment). 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 the exception of the Alpine events at the RMISA Regional Championships, will be FISU/USSA events.**
- F. 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.
- G. 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 \$20/person can be charged.

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. **Nordic Regional Championships will be open only to eligible student athletes.**
 - e. Post runners may run at the discretion of the host institution.
 - 2. Numbers of Competitors
 - a. No school shall compete with more than 7 skiers per event. At the discretion of the host institution, a specific number of individuals will be allowed.
 - b. No team shall compete with more than 14 men and 14 women per team per race meet.
 - 3. Licenses
 - a. 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.

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 Continental Cup Rules)***

a. 3.1. *First Group (1 - 15).*

The first group (1- 15) will be determined on the basis of the FIS-Uni Start List for FIS

events. In case of a points tie for 7th or 15th place the group will be appropriately expanded. If there are not 15 competitors with Start List points, then the first group comprises only the competitors with points.

b. 3.1.1. *Draw.*

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.

c. 3.1.3. *Validity of the Event Lists for the composition of the first group.*

The final discipline ranking of the FIS-Uni Start Lists will be used in the next season as though it were a race result, where the first ranked has 100 points, the

30th ranked has 1 point. This ranking determines the first group for the first race of the season, and is called the "Basic List". For the first race, if there are not 15 competitors present who appear on the basic list, the first group will be filled to 15 based on the continuation of the previous seasons final discipline results. Start List points from the first race in each discipline will be added to the basic list to determine the new ranking.

d. 3.1.4. Validity of the Basic List.

After the second race in that discipline in the current season the basic list will be deleted. After that only the Start List points gained in the current season count.

e. 3.2 After the first group.

After the first group and the special group competitors, the competitors start in the order of their FIS points for FIS-Uni events.

f. 3.2.1 Special Group.

Competitors who have accumulated at least 200 overall Start List points in all disciplines may start as number 16 unless they have a right to start in the first 15. If due to injury a competitor cannot make use of this facilitation, he/she may use it at the first 3 races of the following season.

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. 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 7 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 50 points, NCAA Scoring Option B- Weighted Scoring, for all meets regardless of number of teams entered. 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 teams will qualify for individual awards, but will not be included on team scores.

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.
 - 2. Men's combined regular season team champion,
 - 3. Women's combined regular season team champion,
 - 4. Men's alpine regular season team champion,
 - 5. Women's alpine regular season team champion,
 - 6. Men's nordic regular season team champion,
 - 7. Women's nordic regular season team champion.
- 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.
- 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.4 (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 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. Each host shall award a team traveling trophy for their RMISA event. A permanent award along with the traveling trophy is recommended. RMISA will supply a traveling trophy for the winning Team at the Regional Championship.
- F. Skier of the Week Award
 - 1. The considerations for determining the skier of the week:
 - a. Order of finish
 - b. Ties will be broken by using combined times.
 - c. X-C will use the individual events only.
 - d. 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 before 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 \$100 per meet per team up to 7 athletes. A member team is defined as 1 to 7 athletes who pay \$100 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 \$100/gender/team/meet.
- C. Individual entry fees will be \$30/person/meet.
- D. **Membership and Associate member dues are \$87.50 per team = \$350 for full team of Nordic and Alpine Men and Women (set each year).**
- E. Alpine and Nordic: Entry fees for FIS-U races may be up to twice the regular entry fees. This also applies to guest institutions and individuals.

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. The maximum number of competitors allowed to obtain qualifying points per NCAA school per event is 7.
 2. Points for qualifying and seeding
 - a. The official points base is 50 for all races regardless of the actual number entered or finished. The race winner receives 50 points and each racer that follows receives one less point down to 50th place which receives 1 point. 0 points are awarded after 50th place.
 - b. In case of ties for place, both skiers earn the points for that place.
 2. Alpine
 - a. Individual points for a skier's two best RMISA results in each technique (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. If no third best result or still a tie, single best point result (in that specific technique) will count.
 - b. 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.
 - c. The NCAA quota will be filled using ITS selection, starting with the SL list and alternating with the GS list.
 3. Cross country
 - a. 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. If no third best result or still a tie, single best point result (in that specific technique) will count.
 - b. The NCAA quota will be filled by selection from the combined ranking list.

- B. Regional Qualifying for Associate Members and Non-RMISA NCAA.
 - 1. Non-RMISA NCAA Western teams and RMISA associate member 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.
 - 2. Up to one third of the Western NCAA quota may be filled by associate members and Non RMISA NCAA Western teams participating at Regionals.
 - 3. 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. X-C: individual points will be doubled for each race, classical and skating techniques.
- C. Seeding For Associate Members and Non-RMISA NCAA Western teams at RMISA Regional Championships.
 - 1. Alpine: All Associate Members and Non RMISA Western team skiers, regardless of the team affiliation, will be ranked by national points from the most recent list available. They will be seeded in order from that ranking and evenly distributed among all 7 seeds, observing the following limitations:
 - a. A maximum of 5 skiers per school per event,
 - b. A maximum of 1 skier per school per seed,
 - c. A maximum of 3 skiers per seed, except the last seed.
 - 2. Cross Country: Associate Members and Non RMISA NCAA Western skiers will be seeded, at the discretion of the team captains, under the same rules governing RMISA members:
 - a. A maximum of 7 skiers per school per event,
 - b. A maximum of 1 skier per school per seed.

RMISA President:	Bruce Cranmer, CU
Vice President:	Fredrik Landstedt, UNM
Treasurer:	Trond Flagstad, UAA
RMISA Coaches Assoc. Rep.	Eli Brown, Utah
RMISA Web Master	Dave Plati, CU
NCAA Qualification Scoring:	Alpine: Richard Rokos, CU
	Nordic: Bruce Cranmer, CU
NCAA Ski Committee Rep.	Andy Leroy, DU
	Eli Brown, Utah
	Fredrik Landstedt, UNM

RMISA Committees

RMISA Coaches Association Representative

Eli Brown	U of Utah
Richard Rokos	U of Colorado

Western Region Advisory Committee

(For NCAA Selection)

Bruce Cranmer	U of Colorado
Eli Brown	U of Utah
Andy Leroy	U of Denver

RMISA Financial Review Committee

Trond Flagstad	U of Alaska
Fredrik Landstedt	U of New Mexico
Andy Leroy	U of Denver

RMISA Constitutional Committee

August Teague	U of Nevada-Chair
Dan Brelsford	Montana State U

RMISA Meet Rotation Committee

Andy Leroy	U of Denver
Eli Brown	U of Utah
Dan Brelsford	Montana State U

RMISA Scheduling Committee

Richard Rokos	U of Colorado-Chair
David Steward	U of Denver
Fredrik Landstedt	U of New Mexico
Dan Brelsford	Montana State U

RMISA Scheduling

What follows is the projected schedule that Tom Olson sent out. It is meant as a guide and a starting point for planning.

School	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
UAA	x @ JH	x @ PC		x @ AK				x @ AK				x @ AK
CU		x & ncaa's		x	x	x		x		x	x	
DU	x	x	x		x		x	x	x		x	x
MSU	x Reg		x	x & ncaa's		x	x		x	x		x
UN		x Reg	x Reg		x	x		x	x		x	x
UNM	x		x	x		x	x		x	x		x
UU	x		x	x		x	x		x	x		???
WSC		x		x	x		x	x		x	x	
Whitman												
NCAA's	UVM	CU	UNH	MSU	BAT	CU	UVM	W	E	W	E	W

2010 West Regionals Allocations:

- Mens Alpine – 17
- Womens Alpine – 19
- Mens Nordic – 20
- Womens Nordic – 19

Other Notes:

RMISA Commissioner

Additionally, as a region we have decided to pursue the hiring of a Commissioner who will oversee a number of activities relating to the RMISA. Please think about the scope of this position and continue the discussion.

Yellow Bibs:

We do not need to post or advertise yellow bib winners.

Rotation:

Needs to be adjusted since WSC is no longer sponsoring skiing.