



## Operating Code: Legislative Issues

The American Volleyball Coaches Association has grown in many ways in the last couple of years. As it has grown, NCAA legislative challenges have become increasingly prevalent and more complicated for our membership. This observation applies to all constituencies within the organization (i.e. Division I, II, III, NAIA, 2-year colleges). This code will provide a process for coaches to submit proposed changes and ideas in order to help educate everyone on specific NCAA issues.

There are three things we need to do consistently when addressing NCAA issues in the most effective and appropriate manner. One, we need to educate our membership. This can be done in a number of ways that include but are not limited to email dissemination, website posting, in-person presentations and attendance at conventions. Two, we need to provide a seminar at the annual convention that is meant to educate the membership of the legislative process and would include a review of the legislative proposals that are intended to be reviewed during the next legislative cycle.

Three, we need to be active in the NCAA legislative cycle as an affiliate member. We can do this in a number of ways. We can provide position statements and research according to all of the legislative proposals that affect the sport of volleyball in order to notify the sponsor of the organization's position about the proposals. We can also enlist the help of NCAA conferences in order to propose and provide the vehicle for the AVCA to get legislation passed.

Regardless of how the HCC's operate, in order to do these things well, we need in place an operating code that outlines what and how we get information collected, organized and passed on to the appropriate people. Below is an outline that describes how this process works for all NCAA divisions within the AVCA membership:

**Step One:** Coaches will complete and submit the Legislative Issues form. This form serves as a summary and general research of the issue to encourage organization of the issue. This form can be completed by any coach within the AVCA membership or the AVCA Legislative Representative. The AVCA Operating Code requires that TWO other conferences outside of the submitting conference support the proposed change. In order for a conference to support the proposal, the coaches in a conference must support it by a majority the proposal. (**Note:** Conference support does not mean support by the conference office, it means support by the volleyball coaches as determined by their HCC Rep). Furthermore, any assigned AVCA task force (i.e. AVCA Recruiting Task Force) or AVCA committee may propose changes.

The completed form will be submitted to the HCC Chairperson. It is not necessary for the two additional conferences that support by a majority to complete the form and submit it to the HCC in addition to the sponsoring conference. It is required, however, that the sponsoring conference solicit and include the rationale of the supporting conferences for the purpose of providing their rationale in the report.

The HCC Chairperson will pass along this preliminary information to the HCC representatives.

**Step Two:** Following submission of this form and dissemination of information to the HCC representatives, there will be a two week period in order for each HCC representative to gather and solicit rationale from their conference constituencies. ALL rationale should be forwarded to the HCC Chairperson only through the HCC representatives. The HCC Chairperson will pass along this information to the Legislative Representative.

**Step Three:** After the two week period has expired, the HCC Chair, Legislative Representative in conjunction with the AVCA staff will prepare educational documentation that will be posted on the AVCA website that includes a statement and rationale on both sides of the issue. In addition, the AVCA staff will disseminate the information via email to the entire divisional coaches' community. The issue will also be published in the *At the Net* publication. There can also be lobbying amongst coaches to help educate on this issue.

**Step Four:** On the Friday before the next scheduled HCC teleconference, HCC representatives should collect votes from each school on the proposed item. The votes should be sent to the HCC Chair or designated AVCA staff. This will be considered a preliminary vote (one school, one vote). If a majority approves the issue, it will move forward. If not, the issue will not move forward through the AVCA legislative process. The results of the vote will be reported in the minutes of the teleconference.

**Step Five:** If a majority of the schools are in favor of pursuing the proposed change, there will be an approximate thirty (30) day comment period. This is for the purpose of communication and education regarding the issue among the divisional coaches in addition to communication as to why the schools voted the way they did.

**Step Six:** On the Friday before the next HCC teleconference the final vote will be taken. If 2/3 of the schools vote in favor of the proposed change, action will be taken on behalf of the AVCA membership. Again, the HCC representative should send the results of the schools (one school, one vote) to the HCC Chair or the designated AVCA staff. The results will be forwarded to the Legislative Representative and the Executive Director. If less than 2/3 of the schools do not vote in favor of the proposed change, the issue will not be supported on behalf of the AVCA membership.

Finally, the Legislative Representative will continue researching and prepare a position paper to be sent to the HCC and the Executive Director. THIS IS NOT A TIME TO CHANGE THE POSITION OF THE AVCA. The purpose of the review is to edit and alter any rationale points. It is not for the purpose of changing the scope of the proposal.

When final review by the divisional HCC and the Executive Director is completed, the position paper will be sent to the appropriate cabinet, committee or conference administrator.

### **National Issues Not Sponsored by a Conference**

There may be national issues as opposed to legislative proposals that directly affect the AVCA membership but may or may not be sponsored by a conference. If no conference wants to come forward to use the operating code to educate/communicate with the AVCA membership regarding these national issues, the authority is given to the Board of Directors (Legislative Representative or the HCC Chairperson) or the AVCA Staff to use a modified version of the Legislative Issues form to educate and poll the coaches on the HCC.

With this process, it is not expected that the operating code will be utilized but would be considered an informal vote. In fact, the modified version of the Legislative Issues form does not include the operating code steps but only includes the educational and research aspect of the form. This modified form requires the Board member or AVCA staff member to conduct all the research and include all the educational materials on the form and send it to the HCC Chairperson. The HCC Chairperson would send this document on to the HCC to be passed on to their constituents. On the next HCC teleconference, an informal vote would be taken based on the limited information provided by the Legislative Issues form.

This method is simply a way of polling the membership on issues that are not sponsored by a conference and may or may not be a NCAA legislative proposal.