

WOMEN'S DIVISION OF US LACROSSE, INC.
OFFICIALS' COUNCIL BYLAWS
As Adopted, May 24, 2002

Chapter 1 Introduction

Section 1.1 These are the Bylaws of the Women's Division Officials' Council, which serve to govern the operations of this Council only.

Section 1.2 These Bylaws are to be interpreted consistently with the Bylaws of US Lacrosse, Inc. and the Women's Division. All definitions are incorporated herein, and in conjunction with the Women's Division Umpires Manual, which serves as the policy book for the Council.

Chapter 2 Membership

Section 2.1 Any rated or probationary women's lacrosse umpire is considered a member of this Council for the purpose of these Bylaws by submitting dues through her/his local board of umpires.

Section 2.2 A probationary umpire is an individual who has paid dues to the Council but has not yet received a rating or who has not fulfilled all of the annual requirements to maintain an existing rating. A probationary umpire in pursuit of a rating or fulfillment of annual requirements should not officiate any contest without appropriate supervision by a rated umpire.

Section 2.3 A rated umpire is an individual who has fulfilled the service and requirements of her/his designated rating as set forth in the Umpires Manual.

Chapter 3 Executive Committee

Section 3.1 The Council will be governed by an Executive Committee, which shall administer the routine affairs and business of the Council, including preparation of and communication about the annual budget of the Council.

Section 3.2 The Executive Committee's purpose is to disseminate the rules and interpretations, guide new areas of umpire development, aid the growth of current umpires, and oversee the National rating process.

Section 3.3 The Executive Committee shall consist of no more than 14 members selected as follows:

- a. one regional Representative from each of the six Super-Regions.
Super-Regions are defined as the local umpiring boards geographically falling within these USLacrosse Regions
 - Super-Region I – Upper New England and Lower New England
 - Super-Region II – New York
 - Super-Region III – Upper Atlantic
 - Super-Region IV – Middle Atlantic, Lower Atlantic, Southeast, and Deep South
 - Super-Region V – Great Lakes, North Central, Central, South Central
 - Super-Region VI – Northwest, Mountain, Southwest, and Pacific
- b. six Members-At-Large
- c. a Chair
- d. a Chair-Elect in the third year of the Chair's term of office
- e. a Past-Chair in the year following the Chair's term of office, if not already serving in the capacity of Super-Region Representative or Member-At-Large.

Section 3.4 All Executive Committee members shall be members of the Council.

Section 3.5 The At-Large Members shall serve a two year term (Three members expire each year.) The Super-Region Representatives shall be selected by their Super-Region and serve a term as established by their Super-Region.

Section 3.6 All terms of office commence on August 1. In all cases a member may serve succeeding terms. Members-At-Large shall be nominated by the Nominating Committee **and candidate information presented at the May Council Executive Committee meeting. Members-at-Large shall be elected by the Council Executive Committee by June 15th**. Procedures for application to the Executive Committee At-Large Member position are defined in the Women's Division Umpire's Manual.

Section 3.7 Representatives to the Women's Division Board of Governors.

The Executive Committee of the Officials' Council shall appoint two representatives from the Officials' Council to the Women's Division Board of Governors. These people may or may not be current members of the Executive Committee. The Representatives, if not current members of the Executive Committee, shall be invited to attend Executive Committee meetings ex officio. The Representatives shall serve two-year alternating terms.

Section 3.8 The Representatives to the US Lacrosse Board of Directors

The Executive Committee of the Officials' Council shall appoint two representatives from the Officials' Council to the US Lacrosse Board of Directors. These people may or may not be current members of the Executive Committee. If not current members of the Executive Committee, the Representatives shall be invited to attend the Executive Committee meetings ex officio. The Representatives shall serve two-year alternating terms.

Section 3.9 The Super-Region Representatives to the Executive Committee shall be responsible to coordinate district rating opportunities with the local board chairs and be the liaison between the local boards and the Council Executive Committee.

Section 3.10 The Women's Division Officials Council Executive Committee will annually appoint a Women's Division Officials Council member who will act as the National Rules Interpreter and sit on the Rules Committee. The National Rules Interpreter will also be the liaison to the local umpiring boards for interpretation of the rules.

Section 3.11 In the case of a vacancy on the Women's Division Officials' Council position of Member-At-Large, Representative to the US Lacrosse Board of Directors, or Representative to the Women's Division Board of Governors, whether due to death, resignation, or removal, the vacancy shall be filled by appointment by the Executive Committee. If the vacancy occurs in a Super-Region Representative position, that Super-Region shall be responsible for filling the vacancy. In all other instances each member serves her/his term to completion or until a successor is elected.

Chapter 4 Officers

Section 4.1 The Council shall have as officers a Chair and a Secretary. In addition, one-year before the end of the term of the Chair, a Chair-Elect will be elected for a one-year term. Also, for one year following the Chair's term of office, she/he shall serve as Past Chair, as an ex-officio member.

Section 4.2 The Council Chair shall ensure that an annual meeting of the Women's Division Officials' Council is held and shall preside at that meeting. The Council Chair shall convene additional Council meetings, appoint subcommittees, ensure that information is passed to the Council's Representatives to the Women's Division Board of Governors and the US Lacrosse Board of Directors, and otherwise conduct the business of the Council.

Section 4.3 The Council Chair shall prepare an annual report of its activities for the Women's Division Board of Governors.

Section 4.4 The Council Chair shall serve a three-year term, but may not serve simultaneously as a Super-Region Representative or an At-Large Member. In addition, she shall serve one year as Council Chair Elect and one year as Past Council Chair.

Section 4.5 The Council Chair Elect is elected to office by the Executive Committee. The Nominating Committee is responsible for presenting a ballot to the Executive Committee during the current Council Chair's second year of office. The vote is to be completed by the Nominating Committee prior to June 15th. A nomination for Council Chair Elect shall be a current Executive Committee member or a past Officials Council Executive Committee member.

Section 4.6 The Council Secretary shall be responsible for keeping the minutes of the Council, and ensure that the annual report is prepared and submitted to the Council's Representatives to the Women's Division Board of Governors by such time as the Board of Governors establishes for submission of these reports.

Section 4.7 The Council Secretary shall ensure that notices of each meeting are properly sent to all members. The Council secretary shall also keep minutes at all Council and Executive Committee meetings, and submit the annual report to the Board of Governors.

Section 4.8 In the case of a vacancy on the Women's Division Officials' Council positions of Council Chair, Council Chair Elect, Secretary, or other Executive Committee officer, whether due to death, resignation, or removal, the vacancy shall be filled by appointment by the Executive Committee. In all other instances each officer serves her/his term to completion or until a successor is elected.

Chapter 5 Meetings

Section 5.1 The Council Chair shall call the annual meeting of the Women's Division Officials' Council, meetings of the Council Executive Committee, and any additional meetings as deemed necessary. Notice of the annual meeting must be published to members of the Women's Division Officials' Council at least fourteen days before the meeting commences. In addition to the annual council meeting there shall be a May Executive Committee meeting at which nominations for Member-At-Large and Chair-Elect (as needed) are submitted for review, and then voted on by the Executive Committee by June 15th.

Section 5.2 A Quorum for the transaction of business at a meeting of the Women's Division Officials Council shall exist if 2% of its membership is present. A majority vote of those members present is needed to act. A quorum for transaction of business of the Executive Committee shall exist if at least two-thirds of the committee then in office is present. Any action of the Executive Committee shall be taken by majority vote of those present once a quorum has been established.

Section 5.3 Each member of the Council shall have one vote. A proxy may be appointed by putting in writing and filing with the secretary of the Officials Council at least 24 hours before the beginning of the meeting for which the proxy is issued. The proxy must include the name of the member to whom the proxy is granted, the extent of the proxy granted, and a signed statement by the member.

Chapter 6 Action and Record of Meetings

Section 6.1 Actions taken at a meeting of the members of the Women's Division Officials' Council shall become effective immediately following the adjournment of the meeting, except as otherwise provided in these Bylaws or when an effective date has been recited in the record of the action taken.

Section 6.2 The minutes of meetings of the Women's Division Officials' Council and Executive Committee shall be distributed to the Executive Committee and Women's Division Director prior to the next meeting of such group. Full copies of all minutes shall be available upon request of any Council member through the offices of the Women's Division Director. Minutes of the Ethics Committee will not be distributed to anyone other than the Council Chair or Ethics Appeals Committee.

Chapter 7 Committees

Section 7.1 The Women's Division Officials Council shall have the following standing committees: Ethics Committee, Nominating Committee, and whatever other committees deemed appropriate by the Executive Committee. The chair of these committees shall be appointed by the Council Chair.

Section 7.2 Any ethical complaints that are sent to the Council Chair shall be forwarded to the Ethics Committee. The Ethics Committee shall report back to the Council Executive Committee via the Council Chair. Procedures for complaints and guidelines for the Ethics Committee are contained in the Women's Division Umpires' Manual.

Section 7.3 The Nominating Committee shall be comprised of its chair and two additional members appointed by the Executive Committee. Duties of the Nominating Committee are to present nominations at the May meeting of the current Council Chair's second year of office for the position of Council Chair Elect. In addition, at the May meeting, at least three nominees for the expiring positions of Members-At-Large will be presented to the Executive Committee for review. By June 15th the Executive Committee will vote on a ballot presented by the Nominating Committee for positions of Chair Elect (in appropriate years) and the three expiring positions of Members-at-Large.

Chapter 8 Amendments to Bylaws

Section 8.1 These Bylaws may be amended or repealed by at least a two-thirds affirmative vote of the members present at a meeting at which a quorum is present.

Section 8.2 Notice of any proposed amendment or repeal of any Bylaw shall be contained in a notice of the meeting at which they will be voted on, and such notice must be published to members of the Women's Division Officials' Council at least fourteen days before the meeting commences.

Chapter 9 Conflict of Interest and Ethical Practices

Section 9.1 No member of the Women's Division Officials' Council Executive Committee or any other committee may vote on any matter in which she has a financial interest, or in which any member of the person's immediate family has a financial interest. If a member of the Women's Division Officials' Council Executive Committee, or any other committee, becomes aware of any other matter that could be considered a conflict of interest, the members shall immediately disclose that conflict to the Women's Division Officials' Council Executive Committee.

Chapter 10 Transaction by Other Means

Section 10.1 Whenever any action by the Women's Division Officials' Council is required, to the extent allowed by law, that action may be conducted by mail in such manner as the Women's Division Officials' Council Executive Committee may determine. Any action by mail shall be deposited in the US Mail, postage prepaid, at least twenty-one days before the ballot is to be returned.

Section 10.2 Provided that consent in writing is obtained from all members of the Executive Committee then in office, and the consent is filed with the Secretary of the Women's Division Officials Council, any action described in the writing may be taken without a meeting. Both handwritten signatures on the written document or reply emails originating from a member and indicating consent may be considered "consent in writing".

Section 10.3 Members of the Officials Council Executive Committee may participate in a meeting, if a quorum is by that or other means established, by means of a conference telephone call, interactive television, or other electronic communications methods, provided that all members participating in the meeting can hear or otherwise communicate with each other simultaneously.

Section 10.4 If notice of any meeting is required, such notice may be delivered by U.S. mail or e-mail to each member of the council or by publication in any official publication of U.S. Lacrosse that will be mailed to each member of the Council within the required notice period.

5/27/02

**US Lacrosse Code of Ethical Conduct
Women's Division Officials Council**

A. The Intent of this guideline is:

1. to establish standards of ethical behavior for umpires;
2. to provide an avenue for grievance against umpires; and,
3. to provide umpires with due process when a grievance is brought against them.

B. Umpires shall:

1. not use language or conduct themselves in a manner, or, during a contest, permit players, coaches, or spectators to conduct themselves in a manner that discriminates on the basis of age, gender, race, religion, sexual orientation, marital status or against a qualified person with a disability.
2. be neutral, honest, fair and not demonstrate any bias for or against a team, individual players, coaches, or team personnel.
3. not be under the influence of illegal drugs or alcohol while on assignment.
4. not use inappropriate physical contact towards players, coaches, or spectators.
5. take responsibility for their decision making role which includes proper application of the rules.
6. not make statements about players, coaches, spectators, or other umpires that detract from the spirit and respectability of the sport.
7. not have a criminal conviction involving inappropriate behavior with a minor or other criminal conduct deemed by the National Umpiring Committee to represent conduct unbecoming an umpire. No person with such a conviction may hold a USL umpire rating.

C. Grievance Procedure

1. Any person interested in the sport of lacrosse may report any umpire who abuses or who is suspected of abusing this Code of Ethical Conduct to the Ethics Committee of the USL National Umpiring Committee (NUC). Absent allegations of bias or dishonesty, complaints of misapplication of the rules will not be accepted. In no event will any grievance under this procedure change the outcome of a contest.
2. The Chair of the Ethics Committee shall be appointed by the NUC for a term of two years. The Ethics Committee shall be composed of three individuals: the Ethics Chair, the umpire's Super Region Chair, and an NUC representative not from the umpire's District who is appointed by the NUC Chair.

3. Grievances must be submitted in writing on the prescribed grievance form which is available from the Ethics Chair. No oral grievances will be considered until submitted in writing.
4. Incidents should be reported within 10 calendar days. The Ethics Chair may accept grievances beyond that time if s/he determines that reasonable grounds exist for delay.
5. The Ethics Committee will convene within 7 days of receiving the written report to determine whether action will be taken and notify both the grievant and the umpire of acceptance or denial in writing.
6. If the grievance is accepted, the umpire will be given the opportunity to respond to the grievance in writing within a time set by the Ethics Committee.
7. When it deems appropriate, the Ethics Committee may take written or oral statements from any witness, including the umpire, the grievant, other umpires, coaches, players, or spectators; may procure game tapes or other evidence; or may take other actions to obtain information relevant to the grievance.
8. To the extent possible, grievances will remain confidential. However, the Ethics Committee may contact individuals with knowledge relevant to a complaint. In addition, the outcome of a grievance may become public or may be shared with others if the Ethics Committee determines disclosure would be appropriate.

D. Appeal Procedure

1. Any umpire aggrieved by the findings of the Ethics Committee may appeal the outcome within ten days of the date on the written notice of the outcome from the Ethics Chair. A grievant may not appeal the Ethics Committee's decision.
2. The appeal must be filed in writing to the NUC Chair.
3. If the Ethics Committee's decision includes suspension, reduction, or termination of the umpire's rating, the umpire may request a hearing. All other appeals shall be decided by the NUC Chair (or a single individual appointed by the NUC Chair) on the basis of the information gathered by the Ethics Committee and the written appeal of the umpire.
4. If a hearing is validly requested, an Appeals Committee, consisting of three umpires appointed by the NUC Chair, at least one of whom will be from the umpire's Super Region, shall be convened within ten days to conduct the hearing.
5. At the hearing, the Ethics Chair will present the evidence and findings of the Ethics Committee but is not required to present witnesses in person. The umpire may be represented by legal counsel or another advisor and may present testimony, other evidence, or argument on his or her behalf. The Appeals Committee may be assisted by legal counsel who may serve as chair, but will not have a vote. The Appeals Committee may establish other rules for the conduct of the hearing to ensure that the hearing is fair, timely, and not burdensome to anyone.
6. Within ten days after the hearing the Appeals Committee will issue a written decision. The decision will be final.

