WOMEN'S GYMNASTICS CERTIFICATION COMMITTEE of the Division for Girls' and Women's Sports and the United States Gymnastics Federation

Policies and Procedures Manual

ORGANIZATIONAL STRUCTURE

Chairman:

Term = 4 years from September 1 of one Olympic year to September 1 of the next Charimanship alternates between USGF and DGWS

Chairman-elect:

The Chairman-elect is appointed by the Chairman of the Women's Committee (USGF) or by the Chairman of OSA when it is the respective organization's turn in rotation.

The person appointed as Chairman-elect must be approved by the other group. This will be done by communication between the Chairmen of the cooperating groups.

The group responsible for appointing the Chairmanelect will do so not more than one year nor less than six months prior to September 1 of the Olympic year.

Standing Committees:

		Chairmanship*
A.	Committee on Written Examinations	DGWS
B.	Committee on Practical Examina-	
	tions (Film)	USGF
C.	Committee on Compulsory Routines	USGF
D.	Committee on Policies and Procedure	s DGWS

*It is recommended that these chairmanships not be rotated between the two groups.

The committees would consist of equal representation from the two groups, with the chairman counting in that representation. At least two from each group are recommended.

The term of office is determined by each organization but shall not exceed lengths stated in IV. E. of the operating code.

Special Committee:

E. Committee on Certification Make Appointment

Members:

Certification Coordinator Alternate from (Chairman) Chairman Film Distributor (Rating Film) USGF

Organizational Structure, continued

Examination Distributor (Written Exam) Test Administrator Official Scorers

DGWS

Both Examination Distributor

Examination Evaluator DGWS The members are appointed by the chairmen of the cooperating organizations.

JOB DESCRIPTION

CERTIFICATION COORDINATOR:

1. Receive and file authorized list of Test Administrators

Receive fees for test administration from Test Administrators and deposit in Committee account

3. Keep accurate record of finances and submit quarterly report to the Chairman of the Joint Committee

4. Receive and file one copy of rating report from test administrator and summary of correct and incorrect answer form

5. Compile a cumulative rating list by state and by certification leve1

Chim USGF

Send list of rated judges quarterly to the Judges Training Chairman of USGF, OSA Chairman, OSA Gymnastics Examination Chairman, USGF Women's Committee Chairman, and the Joint Committee Chairman

7. Receive and file active status reports of rated judges

8. Send rating cards when appropriate to test administrator.

EXAMINATION DISTRIBUTOR:

- 1. Send authorized Test Administrator list to Film Distributor
- 2. Receive Test Administrators' requests for examination materials
- 3. Send examination packet to Test Administrators on confirmation of test administration date from Film Distributor

4. Appoint and assign Official Scorers on a rotational basis

Send name and address of assigned Official Scorer to Test Administrator

6. Keep accurate record of bookings and confirmations

7. Send master keys to Examination Evaluator at time of first test administration

TEST ADMINISTRATOR:

- Request film from distributor
- 2. Request exam packet from Examination Distributor
- 3. Duplicate written examination and answer sheets
- 4. Duplicate answer sheets for practical examination 5. Duplicate individual correct and incorrect forms as instructed
- 6. Administer test as instructed Return film to Film Distributor
- Send to Certification Coordinator examination fees after subtracting 8. cost of paper for duplication

9. Send the answer sheets for the written and practical examinations

to the Official Scorer.

10. Destroy all copies of tests and stencils immediately after test administration.

Job Description, continued

- 11. Receive from Official Scorers:
 - A. summary of correct and incorrect answer form
- 12. Make individual correct and incorrect form from summary of correct and incorrect answer form
- 13. Send each examinee:
 - A. individual correct and incorrect answer form
 - B. rating card (if appropriate)
- 14. Complete and send rating reports to:
 - A. Certification Coordinator
 - B. OSA E&R Gymnastics Chairman
 - C. USGF Women's Committee Chairman
 - D. Joint Committee Chairman
 - E. Retain one for files

OFFICIAL SCORER:

- 1. Receive written and practical answer sheets from Test Administrator and score
- Complete two copies of summary of correct and incorrect answer form and send:
 - A. one to Certification Coordinator
 - B. one to Test Administrator
- 3. Send answer sheets to Examination Evaluator for analysis

EXAMINATION EVALUATOR:

- 1. Receive all written and practical test answer sheets
- 2. Make item analysis
- 3. Send report of analysis to Certification Coordinator, OSA Examination Chairman, Joint Committee Chairman, and Judges Training Chairman of USGF 4 + UTC Chom USGF.

PROCEDURES FOR CENTRAL DISTRIBUTION AND SCORING

- 1. Examination Distributor distributes instructions to Test Administrator and Official Scorers.
- 2. Test Administrator requests exam packet from Examination Distributor and film from Film Distributor.
- 3. Film Distributor confirms date to Examination Distributor.
- 4. Examination Distributor confirms date to Test Administrator.
- 5. Examination Distributor sends exam packet and assigns Official Scorer to Test Administrator; Film Distributor sends film to Test Administrator.
- 6. Test Administrator administers examination to Examinee.
- 7. Test Administrator returns:
 - A. Film to Film Distributor
 - B. Examination fees (after subtracting cost of paper for duplication) to Certification Coordinator
 - C. Written and practical answer sheets to Official Scorer

Procedures for Central Distribution and Scoring, continued

- 7. Test Administrator returns:
 - A. Film to Film Distributor
 - B. Examination fees (after subtracting cost of paper for duplication) to Certification Coordinator
 - C. Written and practical answer sheets to Official Scorer
- 8. Certification Coordinator deposits money in Joint Committee Account.
- Official Scorer scores exams and sends one copy of the summary of the correct and incorrect answers to the Test Administrator and the Certification Coordinator. Send answer sheets to the Examination Evaluator.
- ? 10. Certification Coordinator sends rating cards to Test Administrator when appropriate.
 - 11. Certification Coordinator files rating report and compiles list of ratings by state and by rating level.
 - 12. Test Administrator distributes to Examinee:
 - A. individual correct and incorrect answer report
 - B. rating cards
 - C. active status reports
 - .13. Examination Evaluator makes analysis.
 - 14. Committees on Written Examinations and Practical Examinations plan revisions of tests and film if necessary.

EXAMINATION MATERIALS

- 1. Contents of Examination Packet:
 - A. One copy of written examinations (forms A and B)
 - B. Sample practical exam answer sheet booklet
 - C. Sample written exam answer sheet
 - D. One copy of rating scale
 - E. Five copies of the rating report
 - F. Directions for giving:
 - a. Theoretical examinations
 - b. Practical examinations
 - G. Sample Ind. C & I form for written and practical exam
 - H. Sample report form for maintaining active status
 - Sample report form for re-tests
- 2. Practical Examinations (film) is sent by Film Distributor prior to confirmed date.

FORMS

- Correct and incorrect answer form for written and practical examinations include the total items correct and incorrect in each area of exam.
 - A. Summary (total results of all examinees for one administration)
 - B. Individual (an individual's results)

Forms, continued

2. Rating report for indicating the type of rating received by candidate

3. Rating cards

4. Report forms for use by officials in maintaining active status

5. Financial report form

EXAMINATION COSTS

Minimum per Administration:

\$18.00 (Exclusive of film rental)

Minimum per Examinee:

\$ 3.00

Film Rental:

\$10.00

SELECTION OF TEST ADMINISTRATORS

1. Each organization appoints its own test administrators for a period of time decided upon by that organization.

2. A list of appointed Test Administrators should be sent to the Examination

Distributor.

3. Materials should be distributed only to authorized Test Administrators.

FINANCES

1. All fees collected for examinations must be sent to the Certification Coordinator for deposit in Joint Committee account. Accurate Financial records should be maintained by the Certification Coordinator who reports - annually to the parent groups. (November)

2. If travel is required for the Test Administrator, expenses for transportation, food and lodging must be paid by the organization (or persons)

requesting certification.

CEPTIFICATION OF TEST ADMINISTRATORS

- A Test Administrator is not required to be certified as a judge in gymnastics.
- 2. If the Test Administrator requests the opportunity for certification, the following procedure is recommended:
 - A. The Test Administrator should request examination prior to general administration
 - B. If an OSA Board is not involved, the following procedures are recommended:
 - The Test Administrator should request that the exam instructions be sent to a supervisor, department chairman, or some authorized personnel of USGF.
 - 2. The Test Administrator should confirm her examination date with the person who will administer the test.
 - 3. The person authorized will administer the exam as directed and sends the total exam packet back to the appointed official scorer for scoring and reporting.

Completely Revuis for 1976-80 5

RATINGS

Levels: Local, Regional, and National
(The levels refer to the skill of the judge rather than to geographical areas in which she may judge.)

 Local: Qualified to judge any competition in any geographical area with the exception of Elite (international) Division.

Minimum Age requirement: 18 years.

Regional: Qualified to judge any competition in any geographical area with the exception of Elite Division.

Minimum age requirement: 18 years.

3. National: Qulaified to judge any competition in any geographical area.

Minimum age requirement: 20 years.

**Men are eligible for local ratings only.

QUALIFYING SCORES (

Minimum percentage scores for each area of examination:

Written:			Practical:								
90%					National	80%					National
30%	٠		•		Regional						
70%	•	•	•	٠	Local	50%	•	:	•	•	Regional Local

Anyone scoring lower than 70% on the written or 50% on the practical is not eligible for certification.

- If the examinee fails the first exam (written and/or practical) or wishes to try to improve her score, she may not repeat the exam sooner than 4 weeks. Examinees are limited to one re-test on both the written and the practical or on either in one certification year.
- If the examinee fails only one of the examinations, written or practical, she need not repeat the examination she passed.
- If the examinee takes a re-test and receives a rating, she may not try for a higher rating until the following certification year. If the examinee fails the re-test, she may not try again for a rating until another certification year.

The certification year extends from September to September.

RATING CARDS

The rating card will bear the symbols and qualifying statements representative of the Committee and will be used by the cooperating groups.

National . . . \$10.00 per session, transportation, and \$15.00 per diem.

Regional . . . \$ 7.50 per session and transportation.

Local . . . \$ 5.00 per session and transportation.

LENGTH OF CERTIFICATION AND REQUIREMENTS

- Certification is based on Olympic years: anyone who qualifies between the present time and the next Olypics would be certified September. 1, 1971 - September 1, 1976.
- All certified judges must re-qualify by taking the total exam at end of the certification period (one Olympiad).
- 3. Officials would be required to judge three meets per year or a total of six within a two year period to maintain status.
- 4. All certified judges are required to complete and send active status reports to the Certification Coordinator annually.

From the desk of: Mar 13 1974 Jackie Fie Bulletin to Certification Committee & Bryan Wallace Frank Frank (approved by Bryan) Commerman Re: Smallite Re organization of Written Exams Jefferson, Iowa 50129 Clea result of several spoken rumors at the Congress which stated that the new exame had the same answers as the old (every though the questions were new or revised), it well be necessary to immediately take These stype: 1. Die ammuman will hold on release of new exame by Jan 1, 75 unless the "revised order Exten" is in her hands by no later than Dec. 1, '75. She may have to moverelease date to Jan. 15th of Feb. 1. 2. hu Wallace must re-organize question order and especially re organize foils a. b. c. d., so that the answer is a different letter than on last years expenienations. This will necessitite a computer scoring Man dates mandatory. 3. Varine French well make the necessary competer changes once the runne order exam is

From the desk of:

Nov. 13, 1974

Jackie Fie Box 312 Jefferson, Iowa 50129

Page 2

received from Luleallace.

We all must be very earful and release no information consuming the order of questions or answers on the britten exam. It is permissible to state that the exam has been revised nothing more. Of course it is also permissible to state that the practical exam has been revaluated and that there may be slight changes in several of the matter scores - nothing more.

Your cooperation is requested so that we theight inserve a successful and houst year of certification. Thank you very seneinely for your immediate attention to this matter.

Le Sue, Denne, Varina, + Jackie as soon as possible. Hands.

Recults of September 29, 1974 Re-evaluation of the Certification Film Evaluators: miss Patorle, Miss Valley, Mrs. Schwyer, Mrs. Dast, Mrs. Fie

	41	е.				
Master	8.9	#1 7.4 =	6.3	#3 8.5	## 77	\$5
(Deno	8.9	72	63	8.5	76	8.0
		75				8.2
	8.9	7.4.	6.0	8.5	7.6	8.2
	90	A Three Carlot Alberta and the	6.1	8.5	7.7	8.3
	8.9	7.3	62	8.5	7.7	8./
OLD	8.9	7.3	60	8.3	7.6	8.3
	~/					

Vault Master Sot 8.1 85 8.3 7.9 85 85 5.8 35 8.1 8.4 8.8 3.7 88 8.0 8.3 8.3 3.6 5.6 8.1 3.6 8.5 5.7 8.3 8.0 8.1 3.1 5.2 020 8.4

Send chart on scores to Varino French

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Demo	80	7.8	5.7	8.0	5.3	7.6
	8.0	7.9	54	8.2	5.6	7.3
	8.0	7.8	5.6	7.8	5.3	7.6
Y _{1.3}	8.3	8.1	55	_8.1	5.5	7.4
	8.0	7.9	5.6	8.1	5.4	7.6
4.						
OLD	8.1	8.1	55	7.尹	5.1	7.2

1975 - 79 National Compulsory Routines for Girls

Credits:

1975-79 National Compulsory Routine Committee

Chairperson:

Mrs. Delene Darst

members:

Mrs. Jackie Fie Mrs. Dale Flansaas

Mr. Rod Hill

Mrs. Linda Metheny- Mulvihill

Miss Karen Patoile

Artist:

James Stephenson

THE UNITED STATES GYMNASTICS FEDERATION WOULD LIKE TO TAKE THIS OPPORTUNITY TO EXPRESS A SPECIAL GRATITUDE TO THE ABOVE MENTIONED PEOPLE, FOR MAKING THIS BOOK BECOME A REALITY.

For the United States Gymnastics Federation

Frank L. Bare

Frank L. Born

Executive Director

OPERATING CODE for the

WOMEN'S GYMNASTICS CERTIFICATION COMMITTEE OF THE NATIONAL ASSOCIATION FOR GIRLS AND WOMEN IN SPORTS AND THE UNITED STATES GYMNASTICS FEDERATION

I. Name .

The name of the committee shall be the Women's Gymnastics Eertification Committee of the National Association for Girls and Women in Sports and the United States Gymnastics Federation.*

II. Purpose

The purpose of the committee shall be to formulate standards and to conduct ratings in the judging of gymnastics at national, regional and local levels, implement computer progre

III. Organization

The committee shall consist of the officer, who is the Chairmanof the Joint Committee, and members, who are chairmen of standing committees.

Standing Committee Chairman (Chairman alternates USGF & NAGWS)

- Written Examination (NAGWS)
- Practical Examination (USGF)
- Compulsory Routines (USGF)
- 4. Examination Distributor (NAGWS)
- Certification Coordinator (NAGWS) in opposition to Joint

Ex-officio members of the committee shall be the chairmen: of NAGWS, Examination and Rating Chairman, USGF Women's Chairman person and Executive Director, and NAWGJ Director and Treasurer or Secretary Executive and Chairman elect. (see IV-B) Other National officials may be invited.

WHENS French busher Director C. Equal representation from both groups shall be maintained at all times. The Chairman of the Joint Committee is included as a representative from her organization. All six members shall have one vote each.

IV. Officers

- DEISON Chairman: The Chairmanship-shall alternate between NAGWS and the USGF. The term is four years (From January 1 of one Olympic year until December 31 of the next Olympic year.
- Chairman-Elect: Will be an ex-officio member until she assumes chairman-elect will be appointed only when deemed necessary by Joint Committee or sponsoring organization to replace
 - Hereinafter referred to as the Joint Committee

No wonderline

chairman. Appointment will be by NAGWS or USGF when it is the respective organization's turn in rotation. The person appointed organization as chairman elect must be approved by the other group. This will be determined by communication between the cooperating groups organization. The group responsible for appointing the chairman elect will do so not more than one year nor less than six months prior to the time she should assume office as chairman person.

- C. A secretary shall be designated from within the committee membership when necessary for any length of time consistent with the tenure of her committee membership. The Chairpan shall make this appointment when and if necessary.
- D. The Chairman and members of committees shall be appointed by the respective organizations as stated in V of this code.
- E. The Chairman and standing committee chairmen may be reappointed for more than one term at the option of the appropriate parent organization.

V. Standing Committee Membership

A. The sub-committees on written examinations, practical examinations, compulsory routines, and examination distribution shall consist of a chairman and other members appointed at the option of the chairman counting in the representation. The two organizations shall retain (without rotation) the chairman ships of the committees as follows:

Chairmanship

Committee on Written Examinations NAGWS
Committee on Practical Examinations USGF
Committee on Compulsory Routines USGF
Committee on Examination Distribution NAGWS

B. The Sub-Committee on Certification Coordination shall consist of a chairman, whose appointment from sponsoring organization alternates between NAGWS and USGF and in opposition to the Joint Committee chairman, and the Test Administrators necessary for accomplishing the work of the committee. Equal representation of the two organizations should be given prime consideration if at all possible.

Authorized Test Administrators:

Judges Training Committee.

NAGWS affiliated board chairThe Man and gymnastic chairman.

NAWGJ executive board and
Selected &C. Therming

The terms of office shall be determined by each of the three organizations.

alen frakte When frakte there should be VI. Conduct of Business

The Joint Committee shall meet at least once every year. Special meetings shall be called when requested in writing by a majority of the membership. Members who cannot attend may send non-voting proxies and should designate in writing to the Chairman who the proxy will be.

A quorum for the conduct of business shall be two-thirds of the official membership of the committee.

- C. Interim business may be conducted by mail vote so long as a quorum participates.
- D. The Chairman shall vote on all matters.
- E. Business shall be conducted according to Robert's Rules of Order Revised except where otherwise stated in this code.

VII. Daties

Complete current Job Discriptions of each office will be on file in the office of the Joint Committee Chairman and the sponsoring organizations brief discriptions are as follows:

A. Chairman

- 1. Coordinate efforts of the committees and sub-committee .
- 2. Arrange for meetings
- 3. Appoint secretary to take minutes during meeting
- 4. Formulate an agenda for meetings
- 5. Preside at meetings
- 6. Submit annual reports in February to the sponsoring organizations free . Directors.
- 7. Mail copies of minutes to the members and ex-officio members (unless the secretary is delegated this duty)

8. Maintain contact with parent organizations by being aware of their constitutions, operating codes, and structure.

9. Submit matters of policy to the parent organizations for approval.

B. Chairman elect

1. Become familiar with the duties of the chairman

2. Attend the meetings of the Joint Committees

C. Standing Committee Chairman

1. Represent their sub-committees at meetings of the Joint committee

Coordinate the work of their committee

3. Make an annual report to the Joint Committee

W. Keep an up-to-date account of expenses and submit vouchers to the

Joint Committee Chairman.person

N. Suggest a successor to the organization responsible for the appointment.

tsubmit on an

7. . Attend the meetings of the Joint Committee

D. -Sub-Committee members (Written Examinations, Practical Examinations, Compulsory Routines), perform the following:

shall in Shall in Shall in the same of the

2. Formulation of practical rating film

3. Formulation of compulsory routines

E. Standing Committe members (Examination Distribution), perform the following:

Distribute written exam

2. Distribute Test Administrator's Guide

F. Standing Committee member (Certification Coordinator), perform the following:

Act as 1

1. Joint Committee Treasure (Accounting procedures, bank accounts, salaries, and audits)

2. Distribution of rating film

3. Maintains all records on all rated judges

Score exams and disseminate scores and judges cards

VIII. Finance

- A. The budget shall be maintained by the Certification Coordinator and administered by the Chairman of the Joint Committee, and her annual report to the parent organizations shall include an audited financial report.
- B. It is planned that the operation of the Joint Committee will be self-supporting.
- C. The budget for operation shall include travel expenses for members, when funds are available. If travel expenses of committee members can not be paid by the Joint Committee, these expenses will be the responsibility of the parent groups.

IX. Amendments

- A. The Operating Code of the Joint Committee may be amended at any regular meeting by an affirmative vote of two-thirds of the official membership of the committee provided the sponsoring organizations also approve the amendment. The proposed amendment shall be written and distributed to the members with the call to the meeting.
- B. The Joint Committee may be dissolved at the discretion of either of the sponsoring organizations after 60 days written notice to the other sponsoring organization chairman or president.

I. A. Escape Clause - MAWGT constitution

Set Up Procedures For Compulsory Committee

- I. Recommendations of what should go into routines
 - A. Come from whom and how use
 - B. How to choose authors
 - 1. Any financial obligations, etc.
 - 2. Honoriums for authors
- II. Procedures for field testing
 - A. Recommendations from each organization on Joint Committee
 - B. Time table and obligations of chairman and Committee
- III. Printing and Distribution of Routines
 - A. Written text Who does it and when
 - 1. Deductions?
 - B. Music and Drawings
 - C. Tapes, records, etc.
 - D. Plates of drawings
 - E. Time table
- IV. Clinics
 - A. Sponsored by Compulsory Committee
 - B. How involve authors?
 - C. Money supplied by Compulsory Committee and profits go back to them.

JOB DESCRIPTION CERTIFICATION COORDINATOR (Chairman of Committee on Certification)

I. Responsibilities

Treasurer for the Joint Committee accounts

Monitor exam distribution and testing procedures В.

Direct computer processing of examination scores

Monitor rating reports, financial reports, active status judging reports, and send rating cards

Maintain files on all rated judges in the United States

Serve as film distributor F.

Procedures (also see appendix for more specific job analysis)

Arrange for audit of accounts immediately following December 31, and the maintenance of financial records for the Certification Committee

Prepare and keep current the Test Administrators guide for all qualified test administrators of the NAGWS/USGF Gymnastic Judges Rating Exam.

Arrangement for printing of the current rating exams and the shipping of packets to the Examination Distributor.

Grade completed examinations as they are received from test D. administrators

1. Monitor financial reports and received funds from test D. administrations

Evaluate rating reports and send rating cards when earned Receive and file all active status judges report forms

Establish a file card for each individual judge to include name, address, rating, scores of exams, and active status judging report form data.

APPENDIX TO PROCEDURES

Mosey Market Financial records are to be found in a savings account file, and a checkings account file. A balance of between \$150 and \$200 is to be found in the checking account.

Income is derived by receipt of fees from judges exams, film rentals and miscellaneous items from materials list. List as for

Expenses are reported by a voucher system. This is filed as

Expense Vouchers.

As expenses are incurred by members of the Certification Committee as a whole, an expense voucher is completed and sent to the certification chairman for approval of payment. This is forwarded to certification coordinator for payment of voucher requests.

3. Receipts are written for all fees received from test administrators for rating exams. A record of this process is maintained in a notebook titled USGF/NAGWS Examination Record.

Upon receipt of a financial report and check for examination fees the check is stamped for deposit, a receipt is written and attached to financial report form. Receipts are made out to the Test Administrator, stating

amount of funds received, and date of certification exam.

b. The following information is then recorded in the examination record notebook.

(1) Name of Test Administrator

(2) Site of exam

(3) Number of examinees (4) Date ratings expire

(5) Gross amount collected

(6) Net amount sent in

(7) A check () under financial report received

(8) The deposit number recorded

(9) Receipt number recorded, also receipt number is placed on financial report.

B. Monitering of examination distribution and test procedures

Receive from examinations and rating chairman new exams.
 Print and send with computer answer sheets and changes for test administrators guide to exam distributor.

2. Receive from examinations distributor a list of all scheduled

exams filed under monthly reports.

 Direct test procedures as determined by correspondance requesting assistance or clarification of policies.

C. Direct computer process of scoring of examinations

 Work with head of computer department in developing keys for each exam to use in scoring tests.

 Develop with computer department answer sheets to be used for testing process.

3. Responsible for printing of computer answer sheets.

- 4. As completed answer sheets are sent in the following procedure is followed:
 - a. Arrange alphabetically according to last name of examinee
 - b. With number 2 pencil assign a number for each examinee (see column on left side of answer sheet) block out numbers accordingly. Example 001. Note: Each column must be blocked out.

 Arrange answer sheets into groups to exam taken, i.e., all Class I Form A Compulsories together.

- d. Count how many answer sheets in each group and record on computer work order (in file under Computer Work Order), i.e.: 5 Class III Form B Compulsories.
- e. Clip to each group of answer sheets a note with total number in the group and what group it is, i.e.: 5 Class III Form B Compulsories. (Practical exam group must identify what key is to be used for scoring) This information is found in the monthly report file.
- f. Return all groups to original mailer envelope and send to computer center. (place on outside of mailer date exam was received)
- g. Record procedure on forms found in examination report file.

1) date answer sheets were received

2) name of test administrator

3) date of exams

4) computer work order number

5) practical exam key #1 or 2, or Class III only

6) number of examinees

h. After scoring by computer center answer sheets and computer write outs are returned to certification coordinator.

1) identify write out by matching examinee letters and type of exam taken with the original answer sheet. Then write examinees name on write out next to assigned identification letter, also place T.A.'s name and date of exam on each write out.

2) Write out comes in dpublicate, names must be placed on

both.

 Send individual computer write outs to each examinee and keep one group filed under exams.

4) TA will receive a rating report.

D. Monitor rating reports, financial reports, active status judging reports and send rating cards.

. Financial reports (found A-3a)

 Rating report when received it is clipped to financial report. Also attached would be retest forms, and then rating report is matched to computer write out test results.

Check scores of each examinee to determine if rating report is correct in the assigned rating. If not make the cor-

rection and write T.A. of correction.

b. Check judges file cards (use of retest form is important here) to determine if judge was eligible for exam. (Determined by previous rating and active status judging reports.)

o. Once rating report has been carefully checked go to finan-

d. Once scores are verified rating cards are typed and sent to examinee. Place the date that the cards are sent on

financial report where indicated.

. Type judges cards either new or put on already current cards necessary information found A-3b.

3. Active status judges reports are received, information is

posted on judges card.

E. Judges individual file cards come in two sets. One set filed according to state and a second set alphabetically for cross referencing.

Associate Chairman, EXAMINATION AND RATINGS - Gymnastics

JOINT CERTIFICATION COMMITTEE NAGWS - USGF

Job Analysis

- 1. Receive requests for examination materials from test administrators.
- 2. Send examination packet to authorized test administrators on confirmation of test administration date from Association films from or USGF Women's Committee Judge's Training Chairman.
- 3. Keep accurate record of bookings and confirmations.

Chairman, Joint Committee
Certification Coordinator, Joint Committee
Chairman, USGF Women's Technical Committee
Chairman, USGF Women's Judges Training Committee
Regional Chairmen, USGF Women's Committee
EtR Chairman, NAGWS Executive Director 2nd E+R. Chairman

On the first day of each month, send a list of examinations, including date and TA, given in the preceding month to:

Chairman, Joint Committee
Certification Coordinator, Joint Committee
Chairman, USCF Women's Judges Training Committee
Chairman, NAGWS Gymnastics Examination and Ratings Committee
Chairman, National Association of Women's Gymnastics Judges
E&R Chairman, NAGWS Executive Director

6. Compile and distribute a bi-annual report (January 1 and July 1) of all examinations given in that period to include notations of cancellation and rating reports (received or delinquent) to:

Chairman, Joint Committee Certification Coordinator, Joint Committee Chairman, NAGWS Gymnastics Examinations and Rating Committee

- Compilation and file of all authorized TA's.
 - a. NAGWS Board Chairman, Gymnastic Sport Chairman (New list each year from Chairman, Gymnastics Rating and Examinations Committee)
 - b. USGF Regional Technical Directors, Regional Chairmen, State Chairmen (List from Chairman, USGF Women's Committee

- NAWGJ Officers and Regional Directors (List comes from Chairman)
- 8. All requests for examination dates shall be approved ONLY after receiving film booking confirmation from Association Films or Cert Cook. the Chairman, USCF Judge's Training Committee. REQUEST FOR EXAMINATION DATE FOR CLASS TOONLY (Theoretical Only) SHALL BE CONFIRMED BY THE EXAMINATION DISTRIBUTOR UPON RECEIPT.
- 9. Procedure for packet distribution:
 - a. Confirmation of examination date sent to TA (first class mail), including the date packet is sent and notification that TA must test prior to administration if they plan to certify within the year.
 - b. File card with following information:
 - TA: name, address and organization affiliation (USGF NAGWS, NAWGJ)
 - 2) Examination date
 - Examination level(s)
 - 4) Mailing date
- 10. Procedure for Rating Reports:

Record receipt of rating report on monthly reports of examinations.

- 11. Expense reports for all <u>receipted</u> postage, telephone, office supplies, etc. shall be submitted for reimbursement on expense vouchers provided by the Joint Committee. Expense vouchers are sent to the Chairman, Joint Committee for approval.
- 12. Copy the Chairman and the Certification Coordinator of the Joint Committee with all letters of correspondence.

Women's Gymnastics Certification Committee NAGWS/USGF

Committee on Practical Examinations
Duties & Responsibilities Related To:

I. Film Production-Practical Examination

- A. Arrangement for date, time, place, and initial financial estimates with Filming Organization (Athletic Institute) in conjunction with the filming of National Compulsory Routines.

 | Elite, 2-3 class T, 2-3 class T,
- B. Selection of gymnasts of Class \(\stacksquare \) caliber from within the USGF Region and ideally the state in which the filming takes place. Gymnasts should preferably not be the same as those demonstrating the National Compulsory Routines.
- C. Selection of a sufficient number of gymnasts (7 to 10 recommended) to insure quality routines and a subsequent quality film with as few "takes" as possible.
- D. Prior arrangement for gymnasts per diem (room and food) and transportation, if any, with the Chairman of the Certification Committee.
- E. Establishment of order of events and performers.
- F. Coordination of leotard color after consultation with Director of Filming.
- G. Arrangement for floor exercise musical accompaniment.
- H. Notification to all participants concerning above pertinent information with a copy to Filming Organization and Chairman of Certification Committee.
- I. Titles and Credits/Acknowledgements

II. Film Production - National Compulsory Routines

- A. Act as technical consultant for Filming Organization and work in close cooperation with the Chairman of the Compulsory Routines Committee.
- B. Consultant Areas:
 - Timetable schedule
 - Gymnast selection
 - 3. Financial arrangements for demonstrators
 - 4. Floor Exercise musical accompaniment
 - 5. Costume
 - Routine interpretation-stylization
 - 7. Coordination of illustrations
 - Shooting script

- 9. Script commentary
- 10. Film editing
- 11. Titles and credits/acknowledgements

III. Evaluation of Film

- A. Selection of panel of judges for initial evaluation and re-evaluation recommend a minimum of four, a maximum of eight.
- B. Decision as to methods of scoring averaging all scores or averaging middle scores only recommend averaging middle scores.
- C. Calculation of master scores for demonstration exercise plus five exercises in each of the 4 events.
- D. Analysis of deductions for all four demonstration exercises.
- E. Establishment of Answer Key and point ranges recommend international ranges and points utilized by FIG.
- F. Re-evaluation of routines when FIG rule changes and/or time span necessitates recommend annually, if possible.
- G. Reorganization of order of exercises when necessary recommend every two years. Request number of films to be sent from Certification Coordinator and USGF Judges Training Committee to film source for resplicing. Designation of new order of routines.
- H. Design and format for practical exam booklet. Revisions when necessary and timely.

IV. Committee Members

- A. Attend regularly scheduled meetings when notified.
- B. Copy to pertinent Committee Members when decision or subject matter has even a small affect on their committee's operation and/or function.
- C. Assist and advise other committee members when requested.

1980 - April

Women's Gymnastics Certification Committee NAGWS/USGF

Committee on Practical Examinations Duties & Responsibilities Related To:

- I. Film Production-Practical Examination
 - A. Arrangement for date, time, place, and intitial financial estimates with Filming Organization (Athletic Institute) in conjunction with the filming of National Compulsory Routines.
 - B. Selection of gymnasts at least 1 Elite, at least 2-3 Class I and at least 2 Class II from within the USGF Region and ideally the state in which the filming takes place. Gymnasts should preferably not be the same as those demonstrating the National Compulsory Routines.
 - C. Selection of a sufficient number of gymnasts (7 to 10 recommended) to insure quality routines and a subsequent quality film with as few "takes" as possible.
 - D. Prior arrangement for gymnasts per diem (room and food) and transportation, if any, with the Chairman of the Certification Committee.
 - E. Establishment of order of events and performers.
 - F. Coordination of leotard color after consultation with Director of Filming.
 - G. Arrangement for floor exercise musical accompaniment.
 - H. Notification to all participants concerning above pertinent information with a copy to Filming Organization and Chairman of Certification Committee.
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- B. Copy to pertinent Committee Members when decision or subject matter has even a small affect on their committee's operation and/or function.
- C. Assist and advise other committee members when requested.

JOB ANALYSIS

Written Examinations (E & R Chairman)

- Select members to work on the theoretical examinations committee. 1.
- Make specific assignments to committee members concerning their 2. individual responsibilities in relation to the theoretical examinations.
- Provide each committee member with pertinent rules and technique 3. changes, item analysis of previous tests and materials on test construction.
- Receive questions from committee members. 4.
- Prepare preliminary draft of theoretical examinations.
- Submit the preliminary draft of the theoretical examinations and the rule references to the NAGWS E & R Chairman, and the USGF Technical Chairman for suggestions.
- Incorporate the suggestions by the persons listed above and prepare 7. the final examinations.
- Prepare a master key with rule references for each theoretical 8. examination.
- Send the master key to the Certification Coordinator for use at 9. the computor center, prior to the first test administration.
- Make arrangements for the printing of the examinations. 10.
- Send the theoretical examinations to the Examination Distributor 11. (Associate Chairman) for inclusion in the examination packets.
- Write the study questions for the NAGWS Gymnastics Guide. 12.
- Make decisions regarding the status of NAGWS Boards giving 13. gymnastic ratings; i.e., instate, rescind, and re-instate.
- Keep NAGWS Boards informed as to their current status in relation 14. to reports received, etc.
- Submit a preliminary and annual report to NAGWS with copies to 15. the Joint Committee members.
- Send a current list of NAGWS Test Administrators to Certification 16. Coordinator's office and committee members in December. Keep list current during the year.
- Keep itemized account of expenditures. 17.
- File budget vouchers with Certification Chairperson. 18.
- Keep correspondence up-to-date. 19.
- 20. Keep a file.
- Prepare a budget for Written Examination Committee and present 21. to Certification Chairperson prior to annual meeting.

April 1980 TRIEBEL

Work Description

Compulsory Chairman - "NAGWS-USGF"

- A. Aid in the creation of the new NAGWS-USGF National Compulsory Program through a joint work with the selected authors of the routines.
- B. Conduct the TESTING programs.
- C. Conduct the REVISIONAL PROGRAMS of the routines.
- D. Serve as consultant for FILMING and EDITING the film of the routines.
- E. Edit the written TEXT for the book.
- F. Organize and Coordinate the MASTER'S WORKSHOPS.
- G. Provide for the Committee a budget and exact accounting of the finances after the completion of the workshops.
- H. Write a letter of acknowledgement to the persons worked for the accomplishment of the program.

PROCEDURE:

Establish a time table for A - H: with deadlines to meet, and carry out the work.



DELENE DARST Chairman 2187 Spinning Whe el Ln. KAKKAKAMAKA 2187 Spinning Whe el Ln. Cincinnati, Ohio 45244

NAGWS-USGF Compulsory Chairman Job Description

- I. Aid the Authors
- II. Conduct Testing
- III. Assist Filming and Edit Films
 - IV. Edit Text
 - V. JCC Chairman Responsibilities
- VI. Master's Workshop Budget
- VII. Time Table

Committee Structure

Chairman - Compulsory Chairman - JCC

- 1. Authors of Routines 3
- 2. Artist
- 3. Music Composer
- 4. Member of JOAGDC as selected by the AGD Committee

I. Authors

A. Give guidance to the authors in creating the first draft of the routines. Routines to be written shall be in line with the philosophy of the committee.

Major Concerns:

Sound progression from past to present and from level to level.

Skill Selection

- A. Safety
- B. Developmental Values: Questions to be asked:
 - 1. Would a specific skill thoroughly develop and benefit the overall physical qualities of the gymnast?
 - 2. Is it a True Fundamental skill necessary as prerequisite for the accomplishment of future complex skills?
 - 3. Is it a wholesome type of movement which will not cause slight deteriation physically if it is executed with numerous repetitions, or with limited technique.

Economic

In use of time, space, and coaching personnel.

Special Needs

- A. On a certain developmental level
- B. Nationally to meet certain goals
- C. Future trends to consider

Other Educational developmental values

- B. Establish a time table for the first draft and revisions. (Art Work to be included)
- C. Set up the Authors fees done by whole committee and contracts executed by the JCC Chairman for:
 - 1. Writing and Artist revising
 - 2. Filming
 - 3. Teaching
- D. Select gymnasts for filming and for the master's workshop (with JCC Chairman). Establish:
 - 1. Routines to be performed
 - 2. Dates for filming
 - 3. Workshop responsibilities

- E. Mail letters to remind authors of specific dates to keep open.
- F. Have authors to give final approval of their written text after it has been matched with the film.

II. Testing and Revising the Program:

- Establish a time table to be followed.
- Establish a list of chairpersons who will distribute the material for testing.
- Establish a procedure for testing for the administrators, with deadlines.

Work to be done:

- A. Type up the routines and duplicate them. Write letters of instructions. Mail.
- B. Compile the evaluations.
- C. Mail results to authors for revisions with deadline dates.
- D. Repeat steps A, B, C.

III. Filming of the Routines:

- 1. Be present and serve as Technical consultant working with the film director for:
 - A. Correct execution of the text
 - B. Correct technique of the skills
 - C. Best angles, lights to be used for filming
 - D. Select slow motion skills
 - E. Attire and grooming of the performer.

2. Editing of the Film:

- A. Select best executions from the "takes".
- B. Match all actions of the gymnast on the film with the text. Adjust text to film as there will be numerous small deviations (in number of steps, arms, legs, and head work...)
- C. Edit the narration (terminology, content, timing, etc.)

IV. Editing the Written Text:

Rewrite the text if needed for:

- A. Proper terminology
- B. Unified description of movements from author to author
- C. Proper phrasing of movements for descriptions
- D. Economic length of descriptions
- E. Systematic description of movements occuring simultaneously.
- F. Write an explanation of terminology used in the book.
- G. Match drawings to text. Correct drawings. (New responsibility to be shared with Chair and artist.)
- H. Enter changes of text on drawings and musical score sheet.

- V. Responsibilities assumed by the JCC Chairman
 - A. Negotiate the film contract
 - B. Negotiate the music contract
 - C. Work with the Compulsory Chairman on finalization of the text for printing.

D. Follow-up work Clear bills - Balance - Close Account
Write letters of appreciation

Master's Workshop

- Negotiate for site finalize it with contract. Contract should include in detail:
 - Cost of hosting (% of registration fees)
 - What we get
 - How and when account will be closed and funds transferred to where.
 - Insurance
 - Methods of sale of items (Contract should be drawn professional by a lawyer.)
- Workshop director shall work out an "Operating Procedure" with deadlines, dates, and figures:
 - Publicity
 - b. Fee
 - Registration procedures
 - d. Confirmation procedures
 - Mailing schedules e.
 - Finances for workshop f.
 - g. Printed materials
 - Insurance h.
 - Fiscal set-up i.
 - Working personnel j.
 - Staff to teach and demonstrate k.
 - Housing 1.
 - Banquet m.
 - Sales of items n.
 - Schedule of events 0.
- Budget for Master's Workshop

Items of Expense:

Facility Rent (all rooms)

Security

Cleaning

Audio Visual

Secraterial work

Mailing - phones

Banquet

Printing

Jackets

Transportation

Signs

Photos

Insurance

Working personnel fees

Equipment borrowing and loan

Director's fee

Incidentals

Staff: Travel - housing - food - teaching

Items of Income:

Registration fee

"T" shirt sales

Record sales

Book sale

TIME TABLE FOR 1984 NAGWS-USGF NATIONAL COMPULSORY PROGRAM -WOMEN'S GYMNASTIC-

	2011년 1월 1일 - 1912년 -		
S	selection of Authors:	1981.	September (NOW!) USGF Congress.
A	pproval of selected skills by Committee	1981:	December 31.
L	ist of Skills Mailed to Authors	1982.	January 15.
R	outines - First Draft to be received by Grete Treiber	1982.	May 1.
M	ailing Routines for Testing	1982.	July 1st. Testing till Dec. 31, 1982.
_		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
R	outines Evaluation Mailed to Grete Treiber	1982.	December 31.
С	omments mailed to authors .	1983.	January 15.
R	outines Revised and mailed to Grete Treiber	1983.	March 31.
F	ılmıng Koutines	1983.	July
E	diting Film	1983.	August
		1983.	November 15
	되어 보고 있는 이번 그렇게 하고 있다면 보다는 사람이 있다는 사람이 가는 것이 하고 있다면 하고 있다. 이 나를 했다면 하고 있다면 하는데 없다면 하는데 없다면 하는데 없다면 하는데 없다면 하는데 다른데 없다면 하는데 없다면	198 #.	January ∮ 1.
9	eady for Print	1984.	February 15.
D: Be	rawings Completed ook Editing Completed	198#.	January #1.



DELENE DARST, Chairman 7678 Cathedral Hill Drive Cincinnati, Ohio 45244

AGENDA

JOINT CERTIFICATION COMMITTEE

October 5, 1983

Meeting will begin a 7:00 P.M. in the Petite Parlour at the Crystal City Hyatt Regency, Arlington, Virginia.

- Roll call and review of minutes. I.
- Compulsory Committee TREIBER II.

Progress report.

Vault - Discussion of presentation for Congress, etc.

Films - Pre-sale; set up procedures for such.

Symposiums.

Art work -procedures for obtaining.

Other.

Written Exam Coordinator - McLELLAN / TTT.

New exam. Table

Flip-flop exams

A. Report on vault study. Tabled В.

Certification Coordinator - FRENCH /IV.

Progress report.

Examination Distributor's Report - AMMERMAN

Practical Examination Coordinator's Report - SCHWEYER

Review of film.

New Program - Discussion of ideas. В.

NAWGJ - SROUFE VII.

Certification requirements.

A. Judges' liability. В.

NAGWS - MURRAY and HALE VIII.

> Gymnastics Guide. Α.

Rhythmic Gymnastics. В.

New Business IX.

Rhythmic Gymnastics. - Water A.

Certifying for new levels of compulsories.

Writing of deductions for new compulsories. C.

Re-evaluation of Class IV vault. D.

Other. E.



NAGWS/USGF JUDGES CERTIFICATION MINUTES OCTOBER 5, 1983 WASHINGTON DC

VARINA FRENCH, Certification Coordinator Route 1, Box 245 Forest Grove, Oregon 97116

The meeting was called to order at 7:15 PM by the Chairman, Delene Darst. Roll was called and voting members present were:

Sue Ammerman - Exams Distributor

Varina French - Certification Coordinator
Mary McLellan - Written Exams Coordinator
Audrey Schwyer- Practical Exams Coordinator

Greta Trieber - Compulsory Chairman

Liaison members present were:

Mimi Murray - NAGWS

Carolyn Hale - NAGWS Guide Representative

Betty Sroufe - NAWGJ Linda Chensinski USGF

Guests present were:

Carole Thompson - Executive Director NAGWS

Vickie VanKleeck - NAGWS Rules and Guide Coordinator

Minutes of the April 23, 1983 meeting were approved as written.

1. NAGWS Report: Murray and Hale

a) Time line for the guide. All materials to the NAGWS by December 1, 1984. Plates to the USGF by February 1, 1985. Release date of the guide and the USGF Compulsory Books is to to be May 1, 1985.

b) Authors will use "cut and paste method" to coordinate the art

work and the manuscript.

c) The manuscript will go to GWS first with every thing in it.

d) Discussion was held regarding inclusion of Rhythmic Gymnastics as ex-officio members to this committee. An invitation will be made by chairman Darst.

e) Carole Thompson updated the committee on workings of GWS. A National Officiating newsletter will be published and we have

been invited to contribute to it.

2. Compusiory Committee: Trieber

a) A progress report was given: Tentative routines are completed by the authors with video tapes to be presented at this Congress.

b) Evaluation forms are printed to be used at Compulsory sessions during the Congress and will include: Skill selection, Composition, Progression, Difficulty, safety, and National Masters Workshop. The logistics of the role of the evaluation forms and the mechanics of viewing the routines for those in attendance for the sessions were discussed.

c) Vault proposals will be made available at the Compulsory session.

They are:

Level V - include:

- 1. How to run
- 2. Step-jump from mat to board.
- Jump from board to mat stress sticking. 4. Hurdle and bounce - rebound with rolling
- Running and hurdle jump: to board, rebound to mat by means of:
 - a. Straight jump b. Straddle jump
 - c. Tuck jump
 - d. Straight jump with ½ turn
 - e. Straight jump with 1/1 turn
 - R. Step hurdle with rebound from mat into dive roll g. Step hurdle with rebound from board into hecht roll
- All of above done with use of correct landing techniques.

Level IV Competitive vault

a.) Squat to horse rebound with straight jump b. Squat vault with emphasis on repulsion and afterflight

c. Handspring with bent knees position

Level III

a. Handspring vault

Level II and the total plant through the same was very 100. To a. Option of what is preferred: Handspring, 1/4-1/4,1/2-1/2, or Handspring 1/1.

atus (Sevines \$4407.10 and Checking \$12.78 with We

to curchase a acceler of replanements.

Level I

a. Tsukahara in Tuck Position

Re-evaluation of the current Class IV vault will be made to eliminate the Layout position.

d) It was moved and passed that the use of the mini tramp for Compulsory

- training be eliminated.
- e) Films: 1. Presale of the films at a reduced price was agreed upon with distribution at the Symposium (Master Workshop) sale of the films at the Symposium would be at regular price.
 - 2. Request that The Athletic Institute develop a flyer to be inserted with the registration forms for the Symposium regarding the opportunity of pre-registration option.
- Symposiums: 1. Registration forms in the mail by March 1, 1985. The film pre-registration in by April 15, 1985.
 - 2. Questionaires to be handed out at the Compulsory session (Congress) regarding ideas on how many symposiums, where held, and who is interested in hosting.
- The first symposium is to be held the first week of June, 1985.

h) The deductions for the Compulsories are to be written by the authors in conference with a judge. Recommendations are:

Balance Beam - Dale Kephart Floor Exercise-Roach/Valley Uneven Bars - Gault/Weber Vault - Cross

Video tapes should be sent to the authors to assist in this project.

i) Recommendation for technique script writers for levels IV and V are the authors with input from Mulvihill, Peters, Kreetzer, and George. This is due on the same date as the routines. Kreetzer

final manuscript of the

- 3. Written Exam Coordinator: McLellan
 - a) Vault study to be initiated
 - b) Dates for the new written exam are tabled until Spring 1984 meeting.
- 4. Certification Coordinator: French

a) Updated report was offered of the exam status

b) Current financial status: Savings \$4407.10 and Checking \$42.28 with no outstanding bills.

c) Comments:

1. The films are wearing. Because of the extension of the Certification period we may have to purchase a couple of replacements.

2. The number of exams given through the summer was very low. They are picking up for the fall.

3. The results are back in the mail 24-48 hours after their arrival in the office.

4. Operating expenses are financially holding their own. This Congress meeting should delete the savings account. It is recommended that the Certification Coordinator pursue a loan of \$5,000.00 (prime rate plus 1½% over rate in interest) for a 6 month period with renegotiating the contract at tant time.

d) The Certification Coordinator was requested to include in the Spring report an expenditure to date of the 1984 Compulsories, Report on what taxes we are paying,

e) Pursue the 503-C status

1. Rewrite the Operating Code to present IRS with more accurate document for 503-C requirement.

2. Moved and passed to delete from the operating code (p.5 Amendments #B) "The Joint Certification Committee may be dissolved at the discretion of either of the sponsoring organizations after 60 days written notice to the other sponsoring organization, Chairperson, or President."

3. Refer to an Attorney for guidance

4. Edit the Operating Code to more campatable document for IRS. Send to each Committee member for approval.

V. Exmainations Distributor: Ammerman

The new exams and list of TA's are due December 1, 1984

A great cut of expenses because of the accuracy of the new exams, materials for the exam packets.

c) Breakdown for the exams given to date:

USGF 52

NAWGS 33

NAWGJ. 13

Special case 1

VI. Practical Examinations: Schwerer Schwerer

a) 70% passing rate since new film evaluation. No future evaluation is scheduled at this time.

b) The new test film will be developed in August 1984 in Florida When the new Compulsoria are filmed.

VII, NAWGJ: Sroufe

a) Request a list of all Test Administrators

b) Request the Certification Coordinators office to again send the membership application to the new judges. the NAWGJ will pay one half of the postage.

Miscellaneous

Delene will leave for Europe at the end of Congress to return November 9th.

Judges evaluations were discussed. A study by the Womens Committee and the NAWGJ is in progress regarding this evaluation. It is felt the Certification Committee also be very involved in the Judges evaluation. NAGWS will provide information on the manner they evaluate their officials.

Judges who hold a Class I or II rating may receive clinic credit for attending Workshop/Clinic that concentrates on a lower level, ie: Class I or II Judge attending a Class III clinic workshop or Class I judge attending a Class II workshop or clinic to polish their skill for judging at those levels.

Next scheduled meeting April 28, 1984 in Atlanta Georgia

Minutes recorded by Varina French, Certification Cooldinator



NE DARSI Chalma 2187 Spinning Wheel Lane

April 21, 1983

Joint Certification Meeting Agenda April 23, 1983 Los Angeles, California

- Roll Call & Review of Minutes
- Compulsory Committee Treiber II.

/A. Format of program

√B. Music for floor - production, etc.

Jc. Art Work

- JD. Publication schedule
 - Clinics Tabled till foll
 - Other

III. Certification Coordinator - French

Written Exam Coordinator - McLellan

NAWGJ V .

Judges' Evaluation

Judges' Liability

Certification Requirements / Abled

Examination Distributor's Report

Practical Exam Coordinator's Report

VII.

NAGWS VIII.

Gymnastic Guide /A.

Use of Certification Program

New Business IX.

√A. New TA - Mississippi

B. Syntrax

/c. Bermuda Gymnastic Association

Rhythmic Gymnastics Committee

Table

Joint Certification Committee
Minutes
April 23, 1983
Los Angeles, California

I. Meeting was called to order at 8:20 a.m. by Chairman, Delene Darst. Roll was called and voting members present were:

Margit Treiber - Compulsory Chairman

Varina French - Certification Coordinator

Mary McLellan - Written Exam Coordinator

Liaison members present were:

NAWGJ - Betty Sroufe

USGF - Linda Chencinski

Guests present were:

Compulsory Committee - Nancy Roach

Dale Kephart Jim Gault

Derick Moellenbeck

Minutes of September 24, 1982 meeting were approved as written.

II. Compulsory Committee - Chairman Greta Treiber commended all members of her compulsory committee for the excellent job they have done in writing the new routines.

A. Discussion followed on the testing/evaluation pilot program.

The following decisions were made:

- 1. The program was not effective. Out of 60 sets of routines sent out, not one author received more than 10 evaluations. One or two of the critiques which came back were excellent and the authors were very appreciative of those few people who took the time to really help.
- 2. For the next program (88-92) the pilot should be changed.
 - a. Selection of pilot group volunteers and/or asking specific coaches, etc.
 - b. Change the timing of the pilot so that evaluations of the routines occur in the off season (summer and fall).
- 3. At the 1983 Congress of Coaches the revised routines would be presented on video tape with each author conducting their own session. Explanation and philosophy would be included in the presentation.

- a. A questionnaire would be given out with specific questions to be answered on the spot.
- b. Elements given out with evaluation forms to be returned by authors on or before October 17th. This evaluation would be concerned with the progression of the routines for all levels for all events.
- c. The Joint Certification would be present to offer any assistance with the presentation.
- B. The motion was made by Treiber, seconded by McLellan that the publication of the 1984-88 compulsory routines be delayed until June of 1985. A lengthy discussion followed. The motion passed unanimously. Reasons for the change:
 - 1. New F.I.G. regulations will not be published until the fall of 1984. Any changes made by F.I.G. could possibly cause our 2 compulsory books (NAGWS Gymnastics Guide and USGF Compulsory Book) to be out of date in less than 6 months.
 - 2. The F.I.G. Intercontinental Judging course will not be conducted until Oct.-Nov. 1984. Because of the lateness of this course only Elite level judges would be trained in the new regulations for the competitive season 84-85. The Certification Program would not include the new regulations for Class III-I judges until the fall of 1985.
 - 3. With the Olympic Games in July/August of 1984 and all the preparation needed for the Games, there is not time to schedule compulsory clinics for the whole country in June of 1984.
 - 4. Results of this decision are:
 - a. The expiration of all ratings would be extended to December 31, 1985.
 - b. Compulsory clinics would be held early summer of 1985.
 - c. New Compulsory routines would become effective for the competitive season 1985-86 thru the competitive season of 1988-89.
 - d. Other adjustments in the Certification program would be made as needed.
- C. The Compulsory Program format to be changed to include the following:
 - 1. A non-competitive Lebel V for the very beginner in the sport of gymnastics.
 - a. Floor Exercise several series of tumbling and dance skills. Each series has 3-6 elements in it and each series has a different value.
 - b. Beam Same concept as floor. No mount so a low beam could be used.
 - c. Uneven Bars Same concept as Floor and Beam. Only one series would go to the high bar. Skills of pulling, support, circling, and compression would be included in the series.

- d. Vault at Level V would include basic skills of running, hurdling, use of board, and correct body positions while jumping.
- 2. The first competitive level would be Level IV. A very beginning competitive level.
 - a. Floor Exercise 3 separate routines with music, maximum of 30 secs. in length, each using only 1/3 of the floor. Skills mastered at Level V would be included plus 2-3 new skills (dance and tumbling). Each routine would be progressively more difficult and have a higher value.
 - b. Beam would be same as floor 30-40 secs. in length.
 - c. Unevens would be same as floor and beam. Each routine would have 5-7 elements in it.
 - d. Vault would have 3 levels of difficulty using board and mats with a squat vault as the most difficult level.
- 3. Level III, II, and I would be similar to the present program.
- D. Motion made (McLellan/French) and passed that distribution of all Compulsory music be by the Certification Committee in the form of cassette tapes.
- E. The Production schedule for the Compulsory program will be:
 - 1. All routines to Treiber and Darst by Sept. 1, 1983.
 - 2. Revisions/changes made by authors after Congress and completed by Jan. 1, 1984.
 - 3. All new art work completed by October 1, 1984.
 - 4. All films completed by Sept. 1, 1984.
 - 5. Manuscript prepared for printer by December 1, 1984.
 - 6. All materials ready for release by May 1, 1985.
 - 7. Films, music, and text to be distributed at the Compulsory Clinics or thru the mail if necessary.
- F. Motion made and passed (French/Treiber) that the USGF-Women's Technical Committee re-evaluate the deductions on the Class II and III uneven bar routines for possible revisions. Specifically the deductions on casting and on the eagle. Recommendations made by the WTC will be reviewed and voted upon at the fall meeting of the J.C.C.
- G. Motion made and passed (French/McLellan) that several universities be contacted who have graduate programs in bio-mechanics and or kinesology. The need we have is scientific studies on the relationship between distance and height of the after flight related to the size of the gymnast, the speed of her run, and the use of the board in vaulting. Mary McLellan volunteered to make these contacts.

III. Certification Coordinator

- A. 1983 budget was presented. Discussion followed. Motion made and passed (McLellan/French) to accept the budget as presented.
- B. Annual report was presented
 - 1. The computer is on line and everything is working well. Exam results are in the mail 24-48 hrs. after test packet is received.
 - 2. 1983 statistics on Certified Officials are:
 - a. Total number of test sessions administered 159
 - b. Total number of active test administrators 90
 - c. Current ratings as of April 1, 1983

 Class I 451

 Class II 878

 Class III -1046

 Class IIIC-1159
 - d. Total number of rated judges (many hold multiple ratings).
 - e. Total number of judges by Region and Class

Region	I	II	III	IV	V	VI	VII	VIII
Class I Class II Class III Class IIIC Class IIIO Class IV	55 101 117 125 17 66	41 93 95 106 22 58	69 104 105 146 11	40 90 121 118 11 40	69 134 173 223 12 158	72 167 217 136 35 133	62 106 113 143 9 77	43 83 105 162 16 176
	304	263	343	272	499	470	322	425

The state with the fewest number of judges is South Dakota with 2, with the largest number is California with 203.

- 3. Final audit is to be completed in May.
- 4. Varina was asked to pursue the possibility of renting computer time to raise money to help pay for the cost of the computer.

IV. Written Exam Coordinator

- A. Written report submitted
- B. Number of NAGWS Boards administering the Gymnastic rating are:
 - 30 1982 official reports submitted
 - 4 Report for 1982 not submitted
 - 3 Declared inactive
- C. Two new Boards were activated
 - 1. Snohomish County (Washington)
 - 2. South Florida

- V. Exam Distributors' report was distributed to all present. Her budget was accepted.
 - A. Statistics on Examinations are:
 - 1. Total number of exams given in 1982 were 165 as follows:

USGF 93 NAGWS 45 NAWGJ 27

VI. NAGWS - Report given by Chairman

- A. Contact has been made with the Gymnastic Guide Editor and the coordinator of Guides in the Washington office concerning the delay in publication of new routines. Since there is so much lead time there would most likely be no problem.
- B. Use of the NAGWS/USGF Certification Program by high schools in the U.S. is as follows. Information received from 48 states.
 - 1. NAGWS/USGF Rules
 High School Federation Rules
 No High School Program

 17 States
 26 States
 3 States
 - 2. Use of NAGWS/USGF certified officials 23 States
 - 3. Use of Compulsories Mostly Class IV and III. A few Class II
 - 4. Assignment of officials by NAWGJ seldom
 - 5. State Championships held 40 States Some optionals only.
 Some compulsory and optional.

VII. New Business

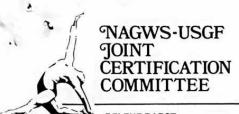
- A. Request by Mississippi for an additional TA Further information needed before a decision can be made.
- B. Request by Bermuda Gymnastic Association to be allowed to administer the Class III-C exam in August in Bermuda. TA to be Ken DiPietro from Rhode Island. Approved.
- VIII. Tabled items until Fall meeting.
 - A. Compulsory Clinics
 - B. NAWGJ Judges' Evaluation
 Judges' Liability
 Certification Requirements
 - C. Practical Exam Coordinator's Report

Meeting was adjourned at 5:00 p.m.

Next meeting to be held - October 9, 1983, 1:00 p.m.-10:00 p.m.,

Washington, D. C. at Congress of Coaches.

Respectively submitted, Deline Daist, Chaiman



DELENE DARST Chairman 2187 Spinning Wheel Lane

May 10, 1983

Official Release

TO: USGF NAGWS

FROM: Joint Certification Committee

RE: National Compulsory Routines - 1984-88

The decision to delay the release of the new (1984-88) National Compulsory Program until the spring of 1985 was reached for the following reasons.

- 1. New F.I.G. regulations will not be published until the fall of 1984. Any changes made by F.I.G. could possibly cause our 2 compulsory books (NAGWS Gymnastics Guide and USGF Compulsory Book) to be out of date in less than 6 months.
- 2. The F.I.G. Intercontinental Judging course will not be conducted until Oct.-Nov. 1984. Because of the lateness of this course only Elite level judges would be trained in the new regulations for the competitive season 84-85. The Certification Program would not include the new regulations for Class III-I judges until the fall of 1985.
- 3. With the Olympic Games in July/August of 1984 and all the preparation needed for the Games, there is not time to schedule compulsory clinics for the whole country in June of 1984.

Results of this decision are:

- 1. The expiration of all ratings would be extended to December 31, 1985.
- 2. Compulsory clinics would be held early summer of 1985.
- 3. New Compulsory routines would become effective for the competitive season 1985-86 thru the competitive season of 1988-89.
- 4. Other adjustments in the Certification program would be made as needed.

Questions or concerns related to this decision should be directed in writing to: Delene Darst, Chairman
Joint Certification Committee
2187 Spinning Wheel Lane
Cincinnati, Ohio 45244

(3)

MINUTES AND BY-LAWS

OF

JUDGES' CERTIFICATION, INC.

A CORPORATION NOT FOR PROFIT

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25	Waiver of Notice by Secretary - After meeting	
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27		

^{*}Lower left corner of page.

The Organizational Meeting of the Board of Trustees was held at Atlanta, Georgia

at 9:15 PM .m., April 27/28 , 19 84 .

The following Board members were present:

Delene Darst Sue Ammerman Mary McLellan Audrey Schweyer Grete Treiber Varina French

The meeting was called to order and Delene Darst
was elected Chairman of the meeting and Varina French
was elected Secretary of the meeting.

The Chairman reported that the Corporation's Certificate or Articles of Incorporation had been filed and recorded by the Secretary of State of the State of New Jersey on May 25 , 1984 . A copy of the Certificate or Articles of Incorporation was ordered filed in the Corporation's Minutes book.

The Chairman stated that the purpose of the meeting was to take all necessary steps to complete the organization of the Corporation to enable the Corporation to commence its activities.

The Chairman then submitted the proposed By-Laws to the Board for approval. The By-Laws were then duly reviewed and considered and finally adopted by this meeting as the By-Laws of this organization. The said By-Laws are as follows:

TITLE 15A:2-8 New Jersey Nonprofit Corporation Act

.51 filed DUPLICATE. Must be

(For Use by Domestic Nonprofit Corporations) CERTIFICATE OF INCORPORATION

ď corporation under and the above noted Statute, of the New Jersey Statutes. ¢ IS TO CERTIFY THAT, there is hereby organized THIS virtue of

- JUDGES' CERTIFICATION, INC. of Corporation Name
- S JOHN T. NICCOLLAI, Registered Agent 2.

Registered Office 311 Preakness Ave.

07502 (312)(STREET AND POSTAL DESIGNATION, IF AFFLICABLE) (STATE) New Jersey Paterson (CIIX)

Regional and Local and 4. Purpose(s) for which this corporation is organized is (are) as follows: To develop and implement the compulsory program and to formulate standards conduct ratings in the judging of womens' gymmastics at National, Class 1, leves

will be: qualifications forth herein. If yes, as set shall not have members. as set forth in the bylaws. on Est shall rporation ğ The 5

members rights and limitations of the different classes of XX as as forth in the hylane.

9

for competent legal advice.

as set in the bylaws. of electing trustees will be: The method XX

forth herein.

set forth herein.

as set forth in the bylaws.

(minimum of three) Trustees. three (3) of be that of the corporation.) The first Board of Trustees shall consist (Address cannot 6

OPEN

The duration of the corporation is

&

corporation) 21P 30136 07470 07046 07470 New Jersey that of the c New Jersey New Jersey Georgia Oregon STATE STATE Mountain Lks. is (Address cannot be Grove Puluth Forest Wayne CILY Wayne 97 Lionshead Drive E. each Incorporator Lionshead Drive STREET ADDRESS 4842 Miller Farms STREET ADDRESS 120 Lake Drive 1, Box of Name and Address Susan Ammerman Magda Buchmann Varina French Delene Darst Sue Ammerman NAME NAME 9

set forth in the bylaws 88 assets shall be Method of distribution of Ξ:

Other provisions: 12.

does not replace

Effective date (if other than date of filing) 13.

19 84 of age if the Incorporator be a corporation has caused this years May eighteen Certificate to be signed by its duly authorized officers this 17thday of over IN WITNESS WHEREOF, each individual Incorporator being or Certificate, has signed this

FORFOFFECIFE

JANE BURGIO 1984 MAY 2.5

Secretary of State

ald? Madda Signature: Sass Signature: Signature

Signature:

manh

BY-LAWS

OF

JUDGES' CERTIFICATION, INC.

A CORPORATION NOT FOR PROFIT

ARTICLE I

PURPOSE

The Corporation is organized for the following purposes:

TO DEVELOP AND IMPLEMENT THE COMPULSORY PROGRAM AND TO FORMULATE STANDARDS AND CONDUCT RATINGS IN THE JUDGING OF WOMENS' GYMNASTICS AT NATIONAL, REGIONAL AND LOCAL LEVELS (CLASS I, II, III AND IV).

NAGWS-USGF 1984 - National Compulsory Program

Work Discription by: Grete Treiber

- I. Aid the Authors
- II. Conduct Testing
- III. Assist Filming and Edit Films
 - IV. Edit Text
 - V. Master's Workshop Budget
 - V1. Time Table

I. Authors:

A. Give guidance to the authors in creating the first draft of the routines. Routines to be written shall be in line with the philosophy of the committee.

Major Concerns:

Sound progression from past to present and from level to level.

Skill Selection

- A. Safety
- B. Developmental Values: Questions to be asked:
 - Would a specific skill thoroughly develop and benefit and overall physical qualities of the gymnast?
 - 2. Is it a True Fundamental skill necessary as prerequisite for the accomplishment of future complex skills?
 - 3. Is it a Wholesome type of movement which will not cause slight deteriation physically if it is executed with numerous repetitions, or with limited technique.

Economic

In use of time, space, and coaching personnel.

Special Needs

- A. On a certain developmental level
- B. Nationally to meet certain goals
- C. Future trends to consider

Other Educational developmental values

- B. Establish a time table for the first draft and revisions.
- C. Set up the Authors fees and contracts for:
 - 1. Writing revising
 - 2. Filming
 - 3. Teaching
- D. Select gymnasts for filming and for the master's workshop (With Chairman). Establish:
 - 1. Fees for writing
 - 2. Fees for filming
 - 3. Fees for workshop
- E. Mail letters to remind authors of specific dates to keep open.
- F. Have authors to give final approval of their written text after it has been matched with the film.

II. Testing and Revising the Program:

- Establish a time table to be followed.

- Establish a list of chairpersons who will distribute the material for testing.

- Establish a procedure for testing for the administrators, with deadlines.

Work to be done:

Type up the routines and duplicate them. Write letters of instructions. Mail.

Compile the evaluations.

Mail results to authors for revisions with deadline dates. С.

Repeat steps A, B, C.

III. Filming of the Routines:

- Be present and serve as consulting authority for working with the film director for:
 - Correct execution of the text

Correct technique of the skills

Best angles, lights to be used for filming

Select slow motion skills D: .

Attire and grooming of the performer.

Editing of the Film:

Select best executions from the "takes".

Match all actions of the gymnast on the film with the text. Adjust text to film as there will be numerous small deviations (in number of steps, arms, legs, and head work...)

Edit the narration (terminology, content, timing, etc.)

Editing the Written Text: IV.

Rewrite the text if needed for:

Proper terminology

Unified description of movements from author to author

Proper phrasing of movements for discriptions

Economic length of discriptions D.

Systematic discription of movements occuring simultaneously. Ε.

Write an explanation of terminology used in the book.

Match drawings to text. Correct drawings. (New responsibility . G . to be shared with Chair.)

Enter changes of text on drawings and musical score sheet.

V. Master's Workshop

- A. Negotiate for site finalize it with contract. Contract should include in detail:
 - Cost of hosting (% of registration fees)
 - What we get
 - How and when account will be closed and funds transferred to where.
 - Insurance
 - Methods of sale of items

(Contract should be drawn professional by a lawyer.)

- B. Workshop director shall work out an "Operating Procedure" with deadlines, dates, and figures:
 - a. Publicity
 - b. Fee
 - c. Registration procedures
 - d. Confirmation procedures
 - e. Mailing schedules
 - f. Finances for workshop
 - g. Printed materials
 - h. Insurance
 - i. Fiscal set-up
 - j. Working personnel
 - k. Staff to teach and demonstrate
 - 1. Housing
 - m. Banquet
 - n. Sales of items
 - o. Schedule of events
- C. Budget for Master's Workshop

Items of Expense:

Facility Rent (all rooms)

Security

Cleaning

Audio Visual

Secraterial work

Mailing - phones

Banquet

Printing

Jackets

Transportation

Signs

Photos

Insurance

Working personnel fees

Equipment borrowing and loan

Director's fee

Incidentals

Staff: Travel - housing - food - teaching

Items of Income:

Registration fee

"T" shirt sales

Record sales

Book sale

D. Follow-up work Clear bills - Balance - Close Account
Write letters of appreciation

TIME TABLE FOR 1984 NAGWS-USGF NATIONAL COMPULSORY PROGRAM -WOMEN'S GYMNASTIC-

Selection of Authors:	1981.	September (NOW!) USGF Congress.
Approval of selected skills by Committee	1981.	December 31.
List of Skills Mailed to Authors	1982.	January 15.
Routines - First Draft to		
be received by Grete Treiber	1982.	May 1.
Mailing Routines for Testing	1982.	July 1st. Testing till Dec. 31, 1982.
Routines Evaluation Mailed to Grete Treiber	1982.	December 31.
Comments mailed to authors	1983.	January 15.
Routines Revised and mailed to Grete Treiber	1983.	March 31.
Filming Koutines	1983.	July
Editing Film	1983.	August
Drawings Completed	1983.	November 15
Book Editing Completed	1983.	January 31.
Ready for Print	1984.	February 15. Panuary 1, 1981

OPERATING CODE For the JUDGES' CERTIFICATION INC.

(Revised 9-20-84)

(Amended 2-12-86) (Amended 2-20-95) (Amended 5-8-03)

ARTICLE I: PURPOSE AND OBJECTIVES

The purpose and objectives of the Corporation are:

- A. An organized facility for the research, writing, and development of a program for the gymnastic official of the United States, and for the development of selected gymnasts and gymnastic professional through a scholarship and grant program.
- B. An organized educational and training program for the gymnasts, coaches, and judges participating in school systems, YMCA's private clubs, and other private or service organizations at dual, triangular, local, district, sectional, state, regional and national nature.
- C. Financial assistance provided Master Clinicians for in-service training of coaches and gymnasts
- D. Writing and dissemination of research data, rules, films, and interpretations.
- E. Continued monitoring of program development growth from lowest to highest level.
- F. Generation and promotion of interest of the people in the United States in the sport of gymnastics.
- G. Development and implementation of a certification program for all gymnastic judges that will provide accountable evaluation of the compulsory and optional exercise program.
- H. Encouraging and maintaining educational and safety development of gymnastic skills
- I. Continuing education of coaches, judges, and gymnasts through the sponsorship of symposiums, workshops, and refresher clinics in cooperation with the NAGWS (National Association for Girls and Women's Sports), the NAWGJ (National Association for Women Gymnastic Judges), and USAG (United States of America Gymnastics).
- J. Issuing information for publication in state, regional and national newsletters updating and informing others of the latest procedural changes in skill content and the officiating of the sport of gymnastics.
- K. Maintaining high ethical standards.
- L. Said Corporation is organized exclusively for charitable and educational purposes, the making of distributions to Organizations that qualify as exempt Organizations under section 501 © (3) of the Internal Revenue Code, or corresponding section of any future tax code.
- M. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its Members, Trustees, Officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article IX hereof.
- N. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

ARTICLE II: ORGANIZATION

 Members of the Corporation shall be the President, and Vice Presidents (Chairpersons) of standing committees. President

Vice President - Professional Training and Evaluation

Vice President - Policies and Procedures

Vice President - Certification Coordinator

Vice President - Examination

- B. Ex-officio members of the corporation shall be NAWGJ Liaison and Executive Director, USAG Liaison and Executive Director. Other National Officials may be invited.
- C. All five members shall have one vote.

ARTICLE III: OFFICERS

- A. President: the JCI Board of directors shall elect The President by a majority vote, and assume office the year following the Olympiad (January 1 of the odd year) and may be re-elected for more than one term.
- B. President-elect: Will be an ex-officio member until she becomes President. President-elect will be elected only when deemed necessary by Judges' Certification Inc. to replace the President.
- C. A secretary shall be designated from within the Board membership when necessary for any length of time consistent with the tenure of her Board membership. The President shall make this appointment when and if necessary.
- D. Vice-presidents (Chairpersons): of standing committees will be elected and assume office the year following the Olympiad, and may be re-elected for more than one term.

ARTICLE IV: STANDING COMMITTEES

- A. The standing committees on Professional Training, Policies and Procedures, and Examinations, and shall consist of the chairperson and other members appointed at the option of the chairperson.
- B. The standing committee on Certification Coordination shall consist of a Chairperson, Test Administrators, and Active Status Coordinators, necessary for accomplishing the work of the committee. Equal representation of the, NAWGJ, and USAG should be given prime consideration if at all possible.
- C. Authorized Test Administrators are:

Officers of Judges Certification Inc.

JCI affiliated board Chairpersons and Gymnastic Chairpersons

NAWGJ Governing Board and State Judging Directors

USAG Women's Committee Executive Board, and State Chairpersons.

The terms of office for Test Administrator shall be determined by each of the three organizations.

ARTICLE V: REQUIREMENTS OF OFFICERS

- A. All officers shall be members of and in good standing with the JCI, NAWGJ, or the USAG.
- B. They shall possess educational background and practical experience commensurate with their administrative position.

ARTICLE VI: DUTIES OF OFFICERS

Complete current job descriptions of each office are on file in the office of the Judges Certification Inc. President. Brief descriptions are as follows.

A. The President shall:

Be the chief administrator of Judges Certification Inc., and preside at all meetings.

Formulate agenda for all meetings.

Consult with Executive Officers on all major decisions and policies.

Communicate the results of all major decisions, minutes, and an annual report, in writing, to members, national organizations, and appropriate newsletters for dissemination to the gymnastic community.

Request interim reports from Sub-committees as deemed necessary.

Provide consultation for all Corporation functions.

Coordinate all Sub-Committee functions.

Establish a checking and savings bank account in the name of Judges Certification Inc. with the Vice President Policies & Procedures as trustee

Be authorized to sign checks and maintain all accounts

Be responsible for all treasury reports and submit the books for audit annually.

Submit an annual report and an annual budget for approval at the annual meeting each year to the.

Approve all expenditures for project and Corporation operation

Arrange and confirm all contractual obligations of the Corporation.

Coordinate publications and film releases developed by Judges Certification Inc.

Provide consultation and administrative assistance to the film distributor.

Maintain liaison with all appropriate National organizations.

Correspond with individuals or organizations on policy matters of the Corporation.

Attend National meetings as representative of Judges; Certification Inc. on request.

Coordinate research, scholarship and grant program.

B. The Vice-president - Education and Evaluation shall:

Establish committees and guide in the development of judges evaluation program and maintain all statistical records.

Establish committees and guide in the development of teaching ideas (charts, diagrams, etc.) and practice exams.

Attend and evaluate lectures, symposiums, workshops, and clinics.

Write study guide for National gymnastic publications.

Consult with all officers the procedures used for professional training and education.

Direct and administer official Test Administrations at National Meetings.

Direct and/or administer TA workshop at National Meetings and/or upon request.

Direct and/or administer Active Status Coordinator workshop at National Meetings and/or upon request.

Submit a written report at the annual meeting.

C. The Vice-president - Policies and Procedures shall:

Consult with all officers on all-major decisions and policies.

Monitor through research the effectiveness of Judges Certification policies and procedures upon the impact of positive gymnastic growth through out the United States.

Be available to the President for assistance. (This assistance may be in the form as a liaison to legal assistance and consultation, updating the Operating Code, handbooks, or other such materials.)

Approve all expenditures of the office of President.

Schedule Certification examinations with monthly reports to President & Certification Coordinator...

Serve as the film distributor of Test Video.

Send to all approved Test Administrators the examination packets and test administrator's guides.

Submit a written report at the annual meeting.

D. The Vice-president - Certification Coordination shall:

Maintain files on certified gymnastic judges in the United States.

Direct computer processing of examination records.

Monitor Rating Reports, Financial Reports, Active Status Judging Reports and dissemination of Certification credentials.

Prepare and annually update Test Administrators Guide for all qualified Test Administrators representing the JCI, NAWGJ, and USAG.

Submit a written report at the annual meeting.

E. The Vice-president - Examinations shall:

Establish timelines for completion of the written examinations

Assign authors and monitor the progress of theoretical examination development.

1. 5 authors(1 per event) for compulsory and same for optional exams

Provide authors with updated rules, technique changes recommended questions changes resulting from item analysis of previous tests, and procedures and format for test construction

Review exams for accuracy and importance of questions.

Submit preliminary drafts of Theoretical examination with rule references to the appropriate National Technical officers for evaluation.

Work in corporation with USAG Women's Junior Olympic Program Coordinator in development of examinations.

Finalize all examinations and arrange for printing.

Prepare master key with rule references and submit to Vice-president - Certification Coordinator.

Send all printed examinations to Policies and Procedures Vice-president for dissemination.

Monitor status of JCI Officiating Boards and submit Annual Report to JCI officers.

Interpret Item Analysis of all examinations and update questions semi-annually.

Coordinate the development of the Practical Examination for Certification of Gymnastic Judges by determining the date, time, and site for filming routines with the video company.

Assume responsibility as Technical Consultant for the video company.

Select routines to be used for Practical Exam.

Select panel of judges for technical evaluation of completed Certification video, evaluate and determine point ranges to be used for scoring the exam.

Recommend a minimum of four, maximum of eight with as many areas of the country as possible represented.

Design and format the practical examination booklet. Revising annually if needed.

Submit answer key and range for scoring to Vice-president, Certification Coordinator.

Submit a written report at the annual meeting.

ARTICLE VII: DUTIES OF EX-OFFICIO MEMBERS

- A. Act in advisory capacity to the President.
- B. Be authorized to perform any duties so indicated by the President and/or officers.
- Be responsible for attendance at the -annual meeting and reporting on pertinent information from their affiliated organizations. (NAWGJ, USAG)

ARTICLE VIII: CONDUCT OF BUSINESS

- A. The JC shall meet at least once every year. Special meetings shall be called when requested in writing by a majority of the membership. Members not participating in the entire meeting will be considered absent. No reimbursement for expenses will be allowed for unexcused tardiness or early leaving.
- B. A quorum for the conduct t of business shall be two-thirds of the official membership of the corporation.
- Interim business may be conducted by mail vote so long as a quorum participates.
- D. The President shall vote on all matters.
- E. Business shall be conducted according to Robert's Rules of Order Revised except where otherwise stated in this code.

ARTICLE IX: FINANCE

- A. The budget shall be maintained by the President and administered by the President of the JCI and her annual report shall include a financial report.
- B. The operation of the JCI shall be self-supporting.
- C. The budget for operation shall include travel expenses for members.

ARTICLE X: AMENDMENTS

The Operating Code of the JCI may be amended at any regular meeting by an affirmative vote of two-thirds of the official membership of the committee. The proposed amendment shall be written and distributed to the members with the call to the meeting.

ARTICLE XI: LIMITED POWER PROVISION

Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a Corporation exempt from Federal Income Tax under section 501 © (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law) or (b) by a Corporation, contributions to which are deductible under section 170 © (2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law.

ARTICLE XI: DISSOLUTION OF ASSOCIATION

Upon dissolution of the association, the JC, Inc. shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of all of the assets of the corporation exclusively for the purpose of the corporation in such manner, or to such organization or organizations organized operated exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization or organizations under section 501 © (3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue Law, or shall be distributed to the federal government, or to a state or local government, for public



Delene Darst NAGWS/USGF Joint Certification 4842 Miller Farms Court Duluth, Georgia 30136

AGENDA

JOINT CERTIFICATION COMMITTEE APRIL 27-28, 1984 ATLANTA, GEORGIA

Meeting will begin at 7:00 pm in the conference room of the Commercial Credit Building, Dresden Drive.

Rooms are being reserved for you at the Sheraton Century City on Clairmont and I-85 which is northeast of the city. The cost is \$39.90/night for a double which includes two free drinks. The reservations are being made for two nights for those departing on Sunday. Let me know as soon as possible when you will be leaving.

Upon arrival at the Atlanta Airport, take the "Atlanta Airport Shuttle" to the hotel. The cost is \$7.00. For reservations, call 404-525-2177 (not absolutely necessary).

- I. Roll Call and Review of Minutes
- II. Revision of Operating Code Darst
- III. Compulsory Committee Treiber
 - A. Symposiums
 - B. Filming-
 - C. Finalization of Program
 - D. Review of Description Table
- IV. Written Exam Coordination McLellan
 - A. New Exam
 - B. Flow of information regarding answers and references to answers.
 - C. Annual Report
 - D. Review Job Description Table
- V. Examination Distributor's Report Ammerman

 A. Review Job Description.
- VI. Practical Exam Coordinator Schweyer /
 - A. New Film Preparations.
 - B. Review Job Description Table

Certification Coordinator - French/ VII. A. Annual Report Review Job Description

NAWGJ - Sroufe Review Certification Requirements Table VIII. Develop Job Description - Committee present ideas

C. Annual Report /

NAWGS - Murray and Hale IX. Report on Gymnastics Guide The Annual Report В.

C. Other

Report on Judges' Evaluation - Chencinski - Send copies to X. Other B.

New Business XI. A. Request for use of copyrighted materials/ Rhythmic Gymnastics - including on Committee/ Certifying for New Levels Take Deductions for New Routines D.

Other E.

Scheduled times for the meeting are 7:00 - 10:00 pm Friday, April 27 and 9:00 - 6:00 pm Saturday, April 28 with a lunch break.

Delene:brw



Delene Darst
NAGWS/USGF Joint Certification
4842 Miller Farms Court
Duluth, Georgia 30136 JUDGES CERTIFICATION
MINUTES

April 27 & 28, 1984 Atlanta, Georgia

The meeting was called to order at 9:15 pm by the Chair, Delene Dars

I. THE FOLLOWING MEMBERS WERE PRESENT:

Sue Ammerman - Exams Distributor Varina French - Certification Coordinator Mary McLellan - Written Exams Coordinator Audrey Schweyer - Practical Exams Coordinator Grete Treiber - Compulsory Chairman

LIAISON MEMBERS PRESENT WERE:

Mimi Murray - NAGWS Liaison Linda Chencinski - USGF Liaison Betty Sroufe - NAWGJ Liaison

Minutes of the October 5, 1983 meeting were reviewed and accepted as corrected.

II. OPERATING CODE

A. The Operating Code was reviewed and discussed at great length. Revisions made will be sent to the attorney. As soon as he completes a check of the wording a vote will be taken by the Committee for approval. Recommendations for the new title are: (1) Judges' Certification, Inc., (2) include in the title the following - the term "women" and the National Compulsory.

The Committee was asked to consider the above and final decision would be made when the Operating Code is voted upon.

- B. Other items discussed relating to the changes in the Operating Code were:
 - 1. Titles of Officers
 - Eligibility of Test Administrators
 - Job Descriptions of Officers
 - 4. Inclusion of NAWGJ as an official member of the organization
 - Methods of selecting officers.

III. COMPULSORY COMMITTEE - GRETE TREIBER

- A. All routines have been finalized with minor changes being made by the JC. All authors will be notified of these changes and a final typing of the text will be done with the same terminology being used for all events. The Chairman, Grete Treiber, will coordinate the correction of terminology with the authors.
- B. The following work must be completed by the fall:
 - 1. Set values for the Class IV routines
 - 2. Set time limit for all beam routines
 - Authors work with selected members of the USGF
 Women's Technical Committee to write deductions.

 Balance Beam Kephart
 Floor Exercise Roach/Valley
 Uneven Bars Gault/Weber
 Vault Gault/Cross
 - A. Recommend to the Athletic Institute names of gymnasts for the compulsory films. Final selection made after consultation with the A.I. Ms. Darst will work on final completion of this work
 - 5. The dialogue for Level V skills needs to be written before the filming is done. Ms. Darst will coordinate this work with the Athletic Insitute and the authors.
 - Request by the JC that additional floor exercise music be written. Recommended composer is Carol Stabisevski. If he is not available, then Sheila Simpson. Ms. Darst will coordinate with the author, Nancy Roach, for the completion of this project.

C. Compulsory Symposiums

- 1. There will be two symposiums, each three days. Recommended dates are May 25-27, 1985 and May 31-June 1, 1985.
- 2. A lengthy discussion was held on the fee that should be charged participants and the type of facility necessary, the number of participants allowed, and the expense required in hosting.
- 3. Ms. Treiber will develop a bid form to be sent to all those who have indicated an interest in hosting one of the symposiums. Ms. McLellan will send Ms. Treiber a copy of the form used by the NAWGJ for their National Symposium to assist her in developing this form. All bid forms will be evaluated at the fall meeting.
- 4. Sites for the symposiums will be finalized at the fall meeting.
- D. Compulsory Chairman Job Description
 - This will be tabled until spring, 1985.

IV. WRITTEN EXAM COORDINATOR - MARY MCLELLAN

- A. A written report was presented to the Committee for the year 1983.
 - There are 32 active NAGWS Boards for gymnastics.
 In addition, three Boards failed to submit a
 report and one was declared inactive.
 - a. Inactive Maine Board of Women's Officials
 - b. Boards failing to report in 1983 are:
 - Maine Board of Women's Officials
 - Utah Board of Women's Officials
 - Nassau Board of Women's Officials
 - c. New Boards approved in 1983 are:
 - Spokane Gymnastics Board
 - Alaska Interior
 - Catskill Board of Women's Gymnastics
 - The total number of officials according to NAGWS reports filed are:

FIG	NAGWS Board but
CLASS I	
CLASS III	
CLASS III0	

- B. New Exams for 1985
 - New exams will be written after the F.I.G. course in October.
 - 2. All exams must have references as to where the answers may be found and the correct answer.
 - After exams are completed, selected individuals will be asked to review the exams for errors, etc.
- C. Re-Certification Schedule of all judges for 1985-89 will be:
 - 1. National Compulsory Symposiums May-June 1985
 - 2. NAWGJ National Symposium July 14-17, 1985

Testing Schedule

January thru May 1985, the JC will continue to administer the Certification Exam so that judges can try to upgrade their ratings. The exams will be on the present rules. A judge will be allowed two (2) attempts during the January - May time period.

2. No exams will be administered in June 1985.

- July 1, 1985 will begin the testing period on the new National Compulsories and the new F.I.G. Regulations. All judges will be allowed two (2) attempts between July 1, 1985 and December 1, 1985.
- 4. All ratings expire December 31, 1985. Renewal of ratings must be completed by January 1, 1986. After January 1, 1986, all judges have one year to test at the level they had obtained by May 31, 1985.
- 5. Any new judges may begin to test at the Class III or Class IV level. Some consideration may be given to lower the age level for Class IV judges.

V. EXAMINATION DISTRIBUTOR'S REPORT - SUE AMMERMAN

- A. A written report was given to each member of the JC.
- B. Brief summary of the report is:
 - 138 exams were given in 1983. 72 were given by USGF, 41 by NAGWS, and 24 by NAWGJ. One special exam was given in Bermuda.
 - The Committee came in under budget for 1983.
 - Forty-six exams have been given since January 29
 29 USGF, 5 NAGWS, 12 NAWGJ.
 - 4. The number of exams being given since last year has decreased probably due to being at the end of a four-year cycle.
- C. Changes which need to be made in the job description:
 - Include address of the person giving the test on the report form "To Be Given."

VI. PRACTICAL EXAM COORDINATOR - AUDREY SCHWEYER

- A. Preparations for new film
 - Obtain gymnasts for new certification film from area in which filming is to be done.
 - 2. Establish time to evaluate new film. It should be prepared by February 1, 1985.
 - 3. Editing of film will need to be done. Establish demonstration routine and order of competitors.
 - Obtain a single style and color leotard to be used by all gymnasts in the exam film.

B. The percentage of number passing the practical exam has increased in the past year.

VII. CERTIFICATION COORDINATOR - VARINA FRENCH

- A. Written report was given to the JC:

 - Total number of gymnastic judges 1980-85 3343
 - Total number of judges by Region and Class:

	· I	II	III	ΙV	٧	VI	VII	VIII
I	53	45	72	52	71	75	65	48
II	101	101	104	121	143	175	107	94
III	114	104	112	155	206	236	131	128
IIIC	134	111	154	140	235	139	148	171
IIIO	18	22	11	13	13	54	11	16
IV	70	71	103	52	175	157	86	181
TOTALS	490	454	556	553	843	836	548	638

The state with the fewest number of judges - SD (2) The state with the largest number of judges - CA (227)

4. Exam Test statistics:

CLASS	ı,	II,	III	IV	IIIO	OPT	PRAC
No. of Exams Given	109	198	751	286	432	279	574
No. of Exams Passed	48	71	403	163	268	146	399
Passing Percentage	44%	35%	53%	569	62%	52%	69%

- 5. The 1983 Audit was distributed
- 6. Comments:
 - Test films are very worn and maintenance is taking a great deal of time.
 - b. TA's are working well. No reported cases of ethics violations since Jan. 1, 1980.
 - c. Exam results are back in the mail 24-48 hours after test packet is received.

B. 1984 Budget was presented:

- Prices continue to increase and all areas of the budget feel this.
- Discussion was held on increasing the price of taking the exam in the new certification period. The \$5 present cost has been the same since 1980.
- 3. Cost of compulsory program through 1983 has been \$4,542.33 which included bringing the authors to Congress for the presentation of the preliminary routines. This cost was \$1,906.25. The major expenses for the compulsory program will be incurred in 1984 with paying the authors, composer, artist, films and recording.
- 4. Income to date has been \$5,442.67. Expenses have been \$6,271.97.
- 5. The loan approved in October 1983 has been obtained and secured by the computer terminal purchased in 1982.

C. New Business

- Any additional work requested of the Certification Coordinator by any other organization must be approved by the Chairman.
- Such requests must be in writing.

VIII. NAWGJ

- A. Written report on activities of NAWGJ was given out.
 - 1. Total number of meets assigned was 5,728. At the National Level...... 12
 At the Regional Level...... 119
 - At the State Level...... 5,597
 - Total number of judges assigned was 23,365.
 At the National Level...... 149
 - At the Regional Level...... 619
 At the State Level......22,567
 - 3. Total number of clinics given was 168.
 - At the National Level..... 0
 At the Regional Level..... 15
 At the State Level..... 153
 - 4. Total number exams given was 91.
 At the National Level...... 0
 At the Regional Level..... 11
 At the State Level..... 80

At the State Level

5. Total number of newsletters sent out was 241.
At the National Level...... 6
At the Regional Level...... 54

180

- B. Job description.
 - 1. All JC members should submit ideas to Betty on the new job of "Professional Training and Evaluation." These ideas will be formulated at the next meeting.
- C. Certification requirements tabled.
 - Ideas on active status regarding clinic requirements.

IX. NAGWS - MIMI MURRAY

- A. Collegiate gymnastics a brief picture of the present situation was given.
 - 1. Number of teams competing is decreasing. 1978 - 25.9% of the colleges had gymnastics 1983 - 18.6% had gymnastics teams.
 - Number of teams coached by women. 1978 - 69.0% had women coaches 1983 - 59.1% have women coaches.
 - In 1977, gymnastics was 9th ranked sport for women. In 1983, it is 11th.
 - 4. Since NCAA took over womens' championships, there are 30% fewer championships and 40% fewer women competing than there were under AIAW.
 - 5. There is less visibility for womens' competition uncer NCAA. The last year AIAW conducted championships, there were 9 televised on major networks. There are only two now gymnastics and basketball.
 - 6. Report on the Supreme Court ruling related to Title IX. Athletics does not receive direct federal funding, either at the high school or college level. New legislation is being written to include athletics into Title IX. Everyone concerned with womens' sports are urged to write their Senators and Representatives to support the legislation being presented by Senators Packwood and Stevens and Representative Schneider.
 - 7. To encourage more gymnastics on television, need to write to national networks and also local affiliates. One letter recieved is equivalent of 10,000 in terms of television.
 - 8. It appears the trend is for less competition for women, less involvement in leadership positions by persons who are actively involved in womens' programs.

X. USGF -

A. A summary of the Judges' Evaluation will be sent to the JC by the Chairman.

XI. NEW BUSINESS

- A. Correspondence
 - qualifications for testing at Class II and Class I levels. The request is for optional level only at the II and I level. Discussion on this issued followed. The JC voted not to allow this at this time. The Chairman will answer the letter indicating the number of Class I and II judges in each region that are available. According to our statistics, there are plenty of judges at both of these levels.
 - The judging association (NAWGJ) will research whether judges would be interested in obtaining a "collegiate level" rating only.
- B. Use of copyrighted materials approved.
- C. All other items tabled.

The fall meeting will be held at the 1984 Congress of Coaches on Sunday, October 23 in Indianapolis, Indiana.

Meeting adjourned at 8:00 pm.

Submitted by Delene Darst, Chairman

DD:brw

Type Hage

JUDGES' CERTIFICATION, INC. MINUTES

September 20, 1984 Indianapolis, Indiana

The meeting was called to order at 9:15 am by the Chair, Delene Darst.

I. THE FOLLOWING MEMBERS WERE PRESENT:

Sue Ammerman - Exams Distributor
Varina French - Certification Coordinator
Mary McLellan - Written Exams Coordinator
Audrey Schweyer - Practical Exams Coordinator
Grete Treiber - Compulsory Chairman

LIAISON MEMBERS PRESENT WERE:

Betty Sroufe - NAWGJ Liaison

GUEST PRESENT WAS:

Brock White - Recording Secretary

Minutes of the April 27-28, 1983 meeting were reviewed and approved.

II. COMPULSORY COMMITTEE' - TREIBER

- A. Compulsory site bids were reviewed. Forms were sent to 13 applicants from list made at last year's Congress. Three bids were returned along with an additional bid from Terre Haute, IN.
 - 1. The bid form asked for facilities and projected expenses. Since there are 5 levels for the 1985-89 the workshop would be extended to four days. The proposed schedule is:

Day 1 - Class 3 and 4 (1:00 - 6:00)

Day 2 - 7 hours (9 - 12:00; 2 - 6:20)

Day 3 - 7 hours (9 - 12:00; 2 - 6:20)

Day 4 - 4 hours 30 minutes (9 - 12; 1:30 - 3)

2. Expenses detailed for each workshop were reviewed, including fees for clinicians and related expenses as well as for handouts. For the registration fee, participants would receive tuition, a t-shirt, the text (to be specified USGF or NAGWS), and a tape of the floor exercise music.

Motion made and possed that the workshop

3. Proposed tuition was \$125.00 per participant and

Projected total expense for 1,000 per workshop: \$250,000
Projected total expense for 1,000 per workshop: \$81,200

B. Exam sites and discussions for each were held:

THE PARTY OF	PITTSBURGH U PITTSB., PA	INDIANA ST TER. HTE. IN	NAVAL ACAD ANNAPOLIS	EMORY U ATLANTA GA
DATE FOR BID:	EITHER	5/24-27	6/4-7	EITHER
HOUSING:	UNIV HOUSING 2/ROOM \$9/EACH	UNIV HOUSING 2/ROOM \$9/EACH	HOTELS \$42-60	HOTELS 4/ROOM \$10/EACH
FOOD	UNIV (\$10) B - \$1.85 L - \$2.95 D - \$4.20	UNIV (\$15) B - \$2.95 L - \$4.95 D - \$6.95	RESTAURANT	CAFE (\$10.50) B - \$2.50 L - \$2.95 D - \$3.00
BANQUET	NO	YES FOR 500 STEAK DINNER	YES STEAK DIN.	YES FOR 500 CHOICE
LOCAL TRANSP.	NOT NEEDED TO GYM	NOT NEEDED TO GYM	ONLY MOTEL TO GYM	BUS \$10/ALL 4 DAYS/GYM
AIRPORT	30 MI	2 MI \$2.50 CAB	25 MILES BALTIMORE	25 MILES \$13.00 R/T
POSSIBLE QUESTIONS		INDY 500 WK	NOT YET. OFFICIALLY APPROVED	
PROPOSED BUDGET	\$5,862	APP. \$9,000	\$8,124	\$14,219

- C. The following sites were eliminated:
 - 1. Naval Academy, Annapolis, Maryland:

a. Cost of trip from Baltimore

b. Strict unacceptable dates because of graduation.

- c. Cannot sell items on Naval property.
- University of Pittsburgh, Pittsburgh, PA:
 - a. Transportation program from airport to site.
 - b. Too close to Terre Haute
 - c. Small floor space

The following sites were approved: 1. Terre Haute for first Master Workshop; firm.
2. Atlanta, Georgia for second workshop provided budget can be accommodated down to \$10,000.
3. Terre Haute willing to hold both clinics.

It was decided that a straw vote at the JC, Inc meeting to the straight preference between two at Terre Haute or one at Atlanta, would be taken. Insting the second workshop Directors fee was amended to \$1,500 from previous \$500 for a total sum. delete . F. Particulars of the Master Workshop were determined: JC, Inc. members would pay no registration fee and be banquet guests. deletiz. Unanimous decision that fee would be amended from \$125 to \$130 per enrolee.

Registration \$130 before March 15; \$150 after. 久. There is a non-refundable \$30 per applicant for handling. 3. Betty Sroufe will distribute the registration forms to NAGWS - Carol Thompson; Winda Cheneinski; Grete Treiber for state judges; Ed Knepper for YMCA and Independent Clubs; and to Dustin Cole for Athletic Institute publicity. Betty Sroufe is also to check with Vernon Southerland about insurance on the workshop and its participants. G. It was decided that the staff would each receive a warm up suit for uniformity and class. 18 should be ordered to cover committee and participating gymnasts. Sue Ammer will coordinate this project.

COMPULSORY FILMING REPORT - DARSE IV. Filming in August went well for compulsories; however, certification film did not come out and will have to be Α. refilmed October 7 in Orlando, FL with seven gymnsts. Compulsory film includes Lisa Wittwer on vault and в. uneven bars; Mary Goyer on floor exercise; and Kelly Garrison on balance beam. All were very photogenic and good demonstrators. C. The Athletic Institute will release VHS tapes: Class V through II -2. Class V and IV -\$149 3. Class III and II -No Class I tapes 3. Beta tapes can be special ordered. ination NAGWS - Carol Thompson USMI - Tinda Chencinshi NAW6T - Dale Blown ULAIGC- Ed Knepper Athletic Institute - Duste 1900 E. Speedway Blvd • Tucson, AZ 85719 • 602/327-7341

M CC A. Exam Statues as of 9/12/84 1. Total # 5. Curent. 7. Total number of judges by Region . Class 1980-84 Type Chart B. Exam Test Statestics Type Chart C. Finances D. Certification Procedures 3. see attached. 4. 3 from other Page (top). E. S. Hetive Status. with modification the proposal made by Carolyn Bowers verising the clinic Requirements for active

CERTIFICATION COORDINATOR ANNUAL REPORT SUPPLEMENT JANUARY 1, 1983 - SEPTEMBER 12, 1984 SUBMITTED SEPTEMBER 20, 1984

EXAM STATUS

1.	Total	number	of	exams administered
7 .	Total	number	of	test sessions administered75
5	Total	mumber	of	test sessions administered
4	Total	number	of	pending exam results 0
5.	Curren	nt tota:	L ea	arned ratings in 1984
				Class I 47

Class	1			•		•	•	•	•	•	4/
Class	II										61
Class	III.										105
Class											
Class											
Class											

	Total	number	of ratings earned	
1.	Total	number	of gymnastic judges 1980-853521	
u	•	/Mant	hold multiple ratings)	

(I	II	III	IV	V	VI	VII	VIII	
\	57	52	77	59	73	81	67	60	
12.0	107	111	112	129	153	180	109	106	
/11	122	118	131	181	215	152	132	145	
III	161	139	166	154	254	142	151	201	
) IIIC	18	25	11	16	13	65	12	16	
IV	72	75	107	55	194	159	87	187	
Total	537	520	604	594	902	779	558	715	

The state with the fewest number of judges is DE (3) The state with the largest number of judges is CA (251)

EXAM TEST STATISTICS

Class	I I	I I	II	IV	IIIO	OPT	PRAC
Number of exams given Number of exams passed Passing percentage	74 50 67%		304 185 60%	35	150 73 49%	109 61 55%	230 169 73%

V. COMPULSORY TEXT REPORT - DARST

교육 지수에 기를 잃어난 물을

A. Working on text to go with film with projected printing date of 12/1. are being

1. Deductions have been written.

- Authors will review illustrations with text to assure conformity
- 3. Treiber and Darst will also proof.
- B. Mary McLellan will write sample questions related to skills with help from volunteers. Sample questions well be included with NAGUS Symnastic Stude and VI. CERTIFICATION COORDINATOR FRENCH USGF portion of consulting Book

See attached form for report on number of judges.

B. J. Income adequate for office functions, but "frills" such as office secretary have had to been put on hold.

Additional monies

to pay expenses already sture of penses. Committee approved

checking account ledger, French was nore thorough accounting it needed i.e. certification meetings and ines.) French advised that new lish this.

ion "do Class II's need still to test in this trial year?" Answer organis in addition to the than USGF, ethers who will still ompulsories. moratorium on Class II testing but ry into Class I testing.

mnasts must be judged by Class II ges. Class III restricted to ls and Class III Optionals.

ed Carolyn Bowers' proposal for ring (attached), modifying to all f adopted, will go January 1 to es now. Motion made and passed to er set of requirements.

judges may test in parts:
from Optional Written and Practical.
by Class I, all parts must be taken
ed training but separate will be
ed lower. This will begin in July.

UNIVERSITY OF KENTUCKY ATHLETICS ASSOCIATION

From:

To:

Beginning with 1985-89

Certification Period (for 1985 this will be July 1st)

Class II and below judges may take the Certification

Exam in parts. That is compulsory is one part and optional is another part. The optional include Practical and written.

w

for the National Judges Training Staff Committee or equivalent recognized coaching (a) Included in this would be registration and attendance at the De US It Tongress. Volunteer - N Work as a volunteer support person in a competition of a higher level than the rating held. Examples -(a) Averaging and assisting Head Judge (b) Timer or Line Judge (c) Other Other volunteer credite could be earned for Teaching of clinics, service to the sport in USSA NAWGT, NAGN'S positions. (a) Teaching local clinics regional or (b) USY F, NAWGT, or NAGWS state, Ifficer. Examples d. Designation of Credita - Example Designation Work Hours spent National/Regional States Stoff LP (maximum pedita 2 hours

total 3 to cyclita minimum 6 k 1 credit 3 vadit 4 credita minimum 6 hours 511 12 or more "

minimum of 6 hours 4 credita SRW a credita Less than 6 hours 4 credita USSIF Congress V (maximum total) 2 complète competition sessions 1 credit Organizing / teaching 1 wedst HAW6 I officer / credit NAGWS 11 H > USGE H H Regional 1 wedit NAGWS/NAWGT/USGF NAGWS/NAWGT/USGF
Regional/National Officer z credite UNIVERSITY OF KENTUCKY ATHLETICS ASSOCIATION

A tax free number has been applied for and should be received soon.

ed that the fees for testing a minimum requirement of \$60

tten will be offered January w test will be available after

incorporated under the state of Certification, Inc. Sue Ammerman nes are on papers. Delene will ook in the spring and we soon President. Office of the ree number.

sing. From Jan 1, 1984 the September Il require 25 mars will copy and mail to Sue.

ritten test, all will receive 2 ing test - not to be rewritten. use questions.

- SCHWEYER

l will be judged with a cross at one of the Master Clinics. Compulsory Workshops.

SROUFE

A. The purposes and goals of training are for professionalism in the sport

-Darst stated Before the next meeting, members should think what judges evaluation should be and its definition. By January 1, send ideas to her and Sroufe so they ean sit and discuss prior to next meeting. Tabled

NEW EXAM REVIEW - MCLELLAN

- Needs question writers on specific events she will act as chairman for overall coordination.
- Questions must include:

Resource name to verify accuracy

Specific placement in categories (general

knowledge, specific deduction).

3. Same author on all levels for conformity.

H. Volunteers will be solicited from the user-wice and

The next meeting will be April 27-85, 1985 in Atlanta, Georgia. National (Please note change in datative to members being in The meeting was adjoured by Delene Darst at 2:10 pm.

Atlanta for AAHPER National Convention.

status. 2. Active states will continue to go from January 1 then December 31. 3. Varina will modify the active status card and TA manual to reflect the Changes. H. Wew ash clinic requirements are: a. Within one year judge must receive b. Four (4) of these vedet hours must be of higher level than local. C. Designations for credit are: (1) L' = focal clinic/workshop or university course. Designation tilly credita earned depends on test of (2) LP = Local Practical. A maximum number of 3 credits may be earned in this category.

(a) Examples: Video/film practice

(a) Examples video/film practice

judging with local leadership

(b) "In gym" work with coach and (3) 5, R, N. = State, Regional, National clinica/warholopo, eta. Two or more national or regional Judg staff

JUDGES' CERTIFICATION, INC. MINUTES

April 19-20, 1985 Atlanta, Georgia

The meeting was called to order at 7:00 pm by the Chair, Delene Darst.

I. THE FOLLOWING MEMBERS WERE PRESENT:

Sue Ammerman - Exams Distributor
Varina French - Certification Coordinator
Mary McLellan - Written Exams Coordinator
Audrey Schweyer - Practical Exams Coordinator
Grete Treiber - Compulsory Chairman
Betty Sroufe - Evaluation and Training Coordinator

LIAISON MEMBERS PRESENT WERE:

Linda Chencinski - USGF Liaison Mimi Murray - USGF WC Liaison

GUEST PRESENT WAS:

Brock White - Recording Secretary

Minutes of the September 20, 1984 meeting were reviewed and approved.

II. COMPULSORY FILM

A. Varina French reported that as of present, 121 tapes have been sold as follows:

87 for all four levels @ \$249.00 (95 incl. pending)
15 for two levels @ \$149.00 (18 incl. pending)
5 for single level @ \$ 99.00 (8 incl. pending)

Motion made by French and passed to request 20 tapes to sell at each workshop at market price.

B. Once workshops are over, films will be distributed by NAGWS, USGF and the Athletic Institute.

II. FORMAT - TEXT AND TAPES

A. Text

1. At workshops, participants to choose between NAGWS and USGF editions of books (if USGF edition is completed).

With meeting to

- 2. Equal number of books sent to each site of workshop.
 - a. If additional books or films are needed, may order Judges' Certification at workshop.
 - b. Sell additional books the last day of the workshop only.
 - c. Artwork for five levels:
 - (1) 109 Vault drawings;
 - (2) 525 Uneven Bar drawings;
 - (3) 662 Balance Beam drawings;
 - (4) 824 Floor Exercise drawings.

B. Cassette Music Tapes

- One side is just music (Class V I); the other is voice over (Class IV I).
 - a. Cost at workshop for extras is \$3.00
 - b. Recommendation to sell for \$4.00 after workshop.
 - C. After workshop, tapes to be distributed by NAGWS

III. NEW BUSINESS - WORKSHOPS

- A. Motion made and passed that immediate past authors be guests of JC at workshops for registration fee only.
- B. General Information
 - Sue Ammerman handling warm-ups for staff.
 - College exhibitors cannot accept money or gifts (warm-ups).
 - Staff transportation is responsibility of workshop director.

IV. NEW COMPULSORY CHAIRMAN:

- A. Greta Treiber to retire from position held since 1975 (two sets of compulsories).
- B. Recommended characteristics of new chairman:
 - Be able to work with authors on text terminology.

P3

- Determine national needs and weaknesses.
- Promotions business-minded.
- 4. Time to devote fully when needed.
- Work responsibly and work alone.
- 6. Loves the job and wants to do it.
- Get someone with national recognition for immediate respect.
- C. Recommended co-chairman plus symposium director.
- D. Finalize procedure for selection at Terre Haute.

V. WORKSHOP REPORT - TREIBER

- A. Program covers donated by Speith-Anderson
- B. Budget Reviewed.
- C. Motion made and passed to cover all expenses for committee members for Terre Haute workshop through J.C., Inc.
- D. Motion made and passed to pay for per diem for committee members at Committee functions.
- E. Motion made and passed to invite Jackie Fie to workshops as guest of J.C., Inc.

VI. TESTING REPORT - AMMERMAN

- A. Written report given to officers. Discussion on problems relating to TA's and irregularities in testing procedures.
- B. New Testing Procedure:
 - First time exam to be given July 18, 1985 at NAWGJ Symposium.
 - 2. T.A. packet will only be given to those TA's who will have tested at highest possible eligible level. If do pass A, must test B before you can receive it.
- C. TA packets are the sole responsibility of the TA and are not allowed to be given to anyone else. If the TA gives her packet to anyone, she will no longer be a TA.
- D. A non-scheduled exam will be graded but the TA will no longer be able to give the test.
- E. Training sessions for TA's Must attend at least one.
 - 1. Compulsory Workshops Last day of both workshops 7:30 to 9:00 a.m.

- NAWGJ Symposium.
- 3. USGF Congress
- F. Ammerman to write letter to all TA's and Varina will send to all TA's with rules and regulations.
- G. College students have to pay only \$5 to test regardless of number of exam parts taken.

VII. Evaluation and Training Report - Sroufe

- A. Discussion on proposal for higher rating of Class I Judges.
 - To be certified as Class I, Elite judges who
 passed the Elite course must take the compuslory
 parts of the exam and pass.
 - A score evaluation program is being set up by Gary Franz. Hopefully, it will be working by the summer.
- B. Develop a higher rating program (course) for Class I.

VIII PRACTICAL EXAM REPORT - SCHWEYER

- A. Film is completed and ready for evaluation.
- B. Film will be scored at J.O. Nationals by four (4)
 Brevet judges and four (4) Elite judges. (Changed to
 Compulsory Workshop in Terre Haute.)
- New booklet for practical exam given to officers for approval.
- D. Scoring key will be done by computer and sent to Varina in time for July testing.

IX. WRITTEN EXAM REPORT - MCLELLAN

- A. Written report presented to all members.
- B. Discussion occurred on problems related to exam questions and so many different people writing them.
 - Ways to solve problems:

- Provide specific wording for each type of question.
- b. Determine numbers of questions for each area. Example: Deductions, difficulty, text, value raising, bonus, composition, etc.
- Item analysis will be done to provide information on poor questions.
- C. Exams (Form A) will be ready for July test date.

X. CERTIFICATION REPORT - FRENCH

A. Written report distributed to all members:

Exam Status through December 31, 1985:

Total	number	of	evame	administ	tered						•	•	•	. 2	,336
Total	number	0 f	toot	sessions	admin.	iste	re	be							130
Total	number	OI	test	Administ	admin		- +		'n	+ 1	no	т .	- 1	1	85
Total	number	ot	Test	Administ	rators	pai	. 6.	rCı	rbe	16.		, •	•	•	34

Current total number of ratings in 1984:

Class	I.						. 76
Class	II.					•	.107
Class	III.	•					.197
Class	IIIC			•			.151
Class	IIIO		•	•	•	•	. 32
Class	IV.					•	. 75

Total	number of ratings earned .		•		•	•	. 638
Total	number of gymnastic judges	1980-85 .	٠	•	•	٠	.3,856
/ 14	hald multiple ratings)						
Total	number of examinees yet to	be rated.	•	•	•	•	.1,0/1

Total number of judges by Region and Class, 1980-1958

RATINGS BY REGION	 I			IV	v	vi	VII	
I III IIIC IIIO IV	68 110 131 182 19 74	53 114 126 153 26 76	79 113 133 179 11	72 130 190 162 18 60	77 173 227 275 14 212	83 184 162 149 70 162	71 116 141 162 13 87	64 111 161 213 18 194
 Total	584	 548	629	632	978	810	590	761

The state with the fewest number of judges . . . DE (3) The state with the largest number of judges. . . CA (257)

EXAM TEST STATISTICS

CLASS	I	II	III	IV	IIIO	OPT 1	PRAC
No. of exams given No. of exams passed Passing percentage	74	151 103 68%	533 319 59%	205 85 41%	350 184 53%	186	575 458 80%

- B. 1984 Audit was presented and accepted.
- C. Certification Films:
 - 1. Only four are working
 - 2. Motion made by Sroufe and passed to sell three for teaching purposes and keep one for our archives. Cost will be \$35 for one (includes mailing).

D. Computer

- 1. Average cost for our present equipment is \$347/month. For outside agency to do this work for us would cost \$1,000 to \$1,500/month.
- 2. Motion made by Ammerman and passed to trade the current hard disk and terminal in one more current equipment. In computer terms, it is old (3 years).
- E. Report given on IRS status.
- F. Operating budget was presented. Motion made by Treiber and passed to accept the proposed budget.

XI. NEW BUSINESS

- A. New active status program was discussed and problems related to the requirements were presented.
- B. New procedures for Class I testing approved by Judges'
 Certification. Motion made and passed that exam will
 be given at the National Judging Symposium, USGF
 Congress of Coaches and selected sites. The TA must be
 an officer of Judges' Certification or approved
 individuals who have tested and passed the Class I exam.

The philosophy behind this decision is to establish control over the quality of the Class I exam and administration.

C. Next meeting weekend of September 28 in Minneapolis, MN.

The meeting was adjourned by Delene Darst at 5:30 p.m.

Delene Darst, President

AGENDA

JUDGES' CERTIFICATION September 28-29, 1985 Radisson Hotel St. Paul St. Paul, Minnesota

Site of Meeting:

Radisson Hotel St. Paul ll East Kellogg Blvd. St. Paul, Minnesota 55101 (612) 292-1900

Room reservations have been made for you for Friday, September 27 and Saturday, September 28. If you wish to change, contact Cher Johnson. If you would like tickets to the competition, please let me know and I will arrange to get them for you.

Agenda

Saturday, 12:00 Noon to 5:00 PM

- Roll Call Review of April Minutes ✓ I.
- President's Report Darst II.
- Compulsory Committee III.

Wrap-up Report

Workshops - Treiber V Films, Music and Books - Darst 2.

Financial - French 3.

Selection of New Chairman 4.

Time Line Established 5.

Review of Job Description New Business /

Written Exam Coordinator's Report - McLellan IV.

Item Analysis 1.

Problems? 2. Review of Job Description / able 3.

New Business 4.

Practical Exam Coordinator's Report - Schweyer v.

Film Evaluation ✓ 1.

Evaluation of Results Established 2.

Review of the Description Table 3.

New Business

Sunday 9:00 AM

Certification Coordinator's Report - French

1. Test Results and Problems VI.

Active Status 2.

Class I Testing√ 3.

Review of Job Description Talled New Business 5.

- New Business
- Examination Distributor's Report Ammerman VII.

General Report - TA Packets - Bring TA packet 1.

- for review. Review of Job Description
- New Business 3.

Judges' Training Evaluation Report - Sroufe

Progress on "National" Course - Class I Evaluation Plans

Finalize Job Description

New Business

NAGWS - Murray IX.

Reports and/or Comments V 1.

USGF - Mahoney x.

- Reports and/or Comments N
- NAWGJ Carson XI.
 - Reports and/or Comments

XII. New Business - General Ask Haylene

JUDGES' CERTIFICATION, INC. MINUTES

September 28 and 29, 1985 St. Paul, Minnesota

The meeting was called to order at 12:00 noon by the Chair, Delene Darst.

I. THE FOLLOWING MEMBERS WERE PRESENT:

Sue Ammerman - Exams Distributor
Varina French - Certification Coordinator
Mary McLellan - Written Exams Coordinator
Audrey Schweyer - Practical Exams Coordinator
Betty Sroufe - Evaluation and Training Coordinator

LIAISON MEMBERS PRESENT WERE:

Mary Ann Mahoney - USGF WC Liaison Lois Carson - NAWGJ Liaison Mimi Murray - NAGWS Liaison

GUEST PRESENT WAS:

Mike Jacki - USGF Executive Director

Minutes of the April meeting were reviewed and approved.

II. PRESIDENT'S REPORT:

- A. Delene reported on the status of the Compulsory tapes and the need to re-order.
- B. Gifts for those who assisted us with the music tapes and legal work would be sent by Chair.
- C. Grete Treiber as outgoing Compulsory Chairman was commended for her unselfish dedication in carrying out her job as Compulsory Chairman for the past nine years. A gift of appreciation for her outstanding work will also be sent by the Chair.

III. COMPULSORY COMMITTEE:

A. A wrap-up report was given on the National Compulsory Workshops.

1. Motion made and passed that after checking the overage on the banquet, bus and gifts in the Atlanta Workshop budget, the additional monies requested could be approved. Since the budget was written for 1,000 and there were almost 100 more, the request seemed reasonable.

 The financial report was given by Varina. All financial obligations related to the workshops

have been met.

B. Mike Jacki presented the position of the USGF regarding the next set of compulsory exercises. He proposed the following:

1. USGF take full responsibility for the next set of compulsories, guaranteeing JC that the program would include the same package, i.e.

book with drawings, music and video.

2. A guarantee that NAGWS would be included as in the past with complete access to everything at the same cost as paid by USGF.

3. A guarantee that if for some reason the USGF decided not to finance and prepare the whole project, it would again become the full responsibility of J.C., Inc.

4. A full proposal will be in writing to the JC by

January 1, 1986.

5. The USGF Compulsory Chairman would sit on Judge's Certification to coordinate the compulsory program with certification of judges for the new cycle.

 All details of the project, such as time lines, personnel, etc. would be worked out in April at

the spring meeting.

C. Notification of the procedure will be sent to those who have indicated an interest in serving as Compulsory Chairman by JC Chair.

IV. WRITTEN EXAM COORDINATORS:

- A. Discussion occurred on the problems with the present exams and ways to correct the mistakes were presented.
- B. Procedure for the item analysis was reviewed. Mary will continue to get the exams, score them, do the item analysis and then send them to Varina for recording, etc.
- C. New regulations passed were:
 - Motion made and passed that: "Any rated judge would automatically be certified at the Class IV level."
 - 2. Motion made and passed that: "Effective January 1, 1986, the Class IV exam would be composed of questions on General Faults and Penalties, Terminology, Values of Elements and specific vault penalties.
 - The following people will create the new exam:
 - o Mary McLellan Vault and Terminology
 - o Lois Carson Floor and Beam
 - o Betty Sroufe Uneven Bars and Beam
- D. Recommendations for improving future programs:
 - Have fewer people writing the exams.
 - Compensate the test writers.
 - Use tests in a trial situation.
 - 4. JC will proof the exams.
 - Test questions be organized by Table of Specifications.

V. PRACTICAL EXAM COORDINATOR'S REPORT:

- A. Film was evaluated in Terre Haute at the Compulsory Workshop.
 - Eight judges, Brevets and Elites, judged in a test situation.
 - Correct score was achieved by taking the average of each four judge panel plus Audrey's scores.
- B. The passing rate on the practical is 82%.

VI. EXAM DISTRIBUTOR'S REPORT:

- A. She begins sending out exams October 1, 1985.
- B. New "A" form exams have been prepared and will be used as of November 1, 1985.
- C. Major problems are:
 - Lack of complete list of TA's.
 - Lack of enough answer cards.
 - Increase in cost of sending packets due to increase in numbers sent.
- D. All requests for scheduling of exams at all levels has been met. It appears there are enough Class I TA's to cover the requests for Class I tests. We will continue to evaluate this new procedure.
- E. New policy approved: Any TA who violates procedures for administering the exams will no longer be allowed to serve as TA. This is to be included in the TA's packet.

VII. CERTIFICATION COORDINATOR'S REPORT:

A. Exam Status - July 1, 1985 to September 21, 1985:

m-4-1	number	of	exams administered)
		- 5	toot coccions administrated	1
Total	number	OL	Test Administrators participating 27	1
Total	number	OI	pending test results	
Total	number	of	pending test results	

Current total number of ratings in 1985:

Class	T .						167
Class	TT .	3		15			139
Class	TII.	4					167
Class	TIIC				2.0		276
Class	IIIO						220
Class	IV .						31

m-4-1	numbor	of	ratings	earned .	11	'n			.1			.1,0	000	
Total	ummer	OT	racings	Cullinga .		- 1			. 1	16.1	4.5		316	
Total	number	of	gymnasti	c judges	•		•	•	•	•		7 Ac.	,10	A

Total number of judges by Region and Class:

					-1-1-			
RATINGS BY REGION	I	II	III	IV	٧	VI	VII	VIII
					344			,
I	18	20	16	12	14	32	33	22
II	10	12	6	14	21	47	15	14
III	22	14	12	13	9	56	19	22
IIIC	61	40	31	13	27	42	15	47
IIIO	14	25	32	18	29	55	17	30
IV	5	0	2	4	2	8	0	10
Total	130	 111	99	 74	102	240	99	145
						A CONTRACTOR OF THE PROPERTY O		

The state with the fewest number of judges: SD, VA, WVA (0)
The state with the largest number of judges: CA (84)

EXAM TEST STATISTICS

CLASS	I	II	III	IV	IIIO	OPT	PRAC
No. of exams given	580	333	743	105	466	169	766
No. of exams passed	335	244	588	45	200	109	44
Passing percentage	56%	73%	79%	43%	64%	48%	82%
							454

- B. Financial report presented and discussed.
 - 1. Motion made and passed that: "All hours in excess of four (4) per day (80 hrs./month) would be compensated at a rate of \$8/hour. This is retroactive to July 1, 1985.
 - Motion made and passed that: "We create a Vice President for finance who would be an ex-officio officer. She would act as treasurer.
 - a. The Chair was directed to research names recommended as to interest in serving in this capacity.
- C. Review and discussion on the present procedure for Class I TA's.
 - They must have passed their Class I rating if they are a judge.
 - They must have attended a TA training session.
 - At least one TA in each region must be a regional officer.

VIII JUDGES' TRAINING AND EVALUATION REPORT:

- A. Proposal for National Level judges' course presented and discussed.
 - 1. Motion made and passed that: the Training and Evaluation Committee proceed in establishing a National Judges' Course to be held the year following the FIG Brevet and USGF Elite Course.

 All details related to the course will be presented at the spring meeting.

- 3. Motion made and passed that a video tape be made by JC to be used for testing at the National Course. This tape will be taken at the Junior Olympic Nationals in 1986.
- B. We are still pursuing a computer program for statistical analysis of judges' scoring.

IX. NAWGJ REPORT - Lois Carson

- A. NAWGJ is in the process of writing a pamphlet, "How to Become a Judge."
- B. Statistical analysis of the work of NAWGJ was presented and discussed.
- C. A report on the NAWGJ evaluation forms was presented. Pro and Con comments as given by the State Directors was complied. The NAWGJ Board will use these for improving the evaluations.

X. NEW BUSINESS:

- A. Notification to all TA's: As of September 1, 1985 there is a new Class I-A optional exam. All tests dated July 1, 1985 should be destroyed.
- B. Motion made and passed that the Class I exam may be taken in parts as follows:

Optional - Includes written and practical.

- Compulsory Includes written only.
- C. Information on the cost of the certification exam should be printed in the NAWGJ newsletter and the USGF news. Mary Ann Mahoney (USGF) and Lois Carson (NAWGJ) will see that this is done.
- D. There is a need to develop an Apprentice Judge program. Ideas will be presented at the spring meeting.

Next meeting will be held at (check the best date	es):
April 4 and 5: Friday pm and Saturday (a	ll day) - Atlanta
April 12 and 13: Saturday and Sunday: This American Classics, probably in Los Angeles,	
April 19 and 20: Saturday and Sunday: This NCAA Championships at University of Florida	s is the date of , Gainesville FL
April 25 and 26: Friday pm and Saturday (a	ll day) - Atlanta
Any other suggestions?	
Meeting adjourned.	
Respectfully submitted: Velene Varit Delene Darst, President	
Detelle Dalac, Flesidenc	

DD:brw

MERCHANDISING MEMORANDUM

WHOM IT MAY CONCERN TO:

STEVE BUCK FROM:

WORLD CHAMP. VIDEO PROJECT RE:

12/06/85 DATE:

Proposed information on the sale of World Champ. Video is as follows; (to be ready for shipping the 2nd week in January)

item#2114	Women's Compulsories Top 3 teams plus top 1 or 2 Americans	\$39.95
item#2115	Women's top 5 all-around optionals " 5 individual event finalists	\$39.95
item#2214	Men's Compulsories Top 3 teams plus 1 or 2 top Americans	\$39.95
item#2215	Men's top 5 all-around optionals " 5 individual event finalists	\$39.95

*** Any Compulsory and Optional set purchased together is for the set of two tapes. \$70.00

PRICES AS ALWAYS INCLUDE SHIPPING AND HANDLING!

Salt Lake City Marriott. President's report -I Compulsory music + copywrite &

J Text concertions

J Sift, etc. to John + Jim Hotakhins I Problems with USGF & how to solve them -