SEIC Bylaw Revision Project

SEIC Go To Meeting

Date: November 1, 2016

In attendance were:

Chris Stec
Kelsey Bracewell
TJ Turner
Becky Molina
Beth Wiegandt
CC Williams
Janet Burnett-Cowie
Steve Hutton
Todd Bishop
Molly Gurien
Josh Hall
Trey Knight
Greg Wolfe
Jeff Liebel

The meeting began at 7:03 p.m. Eastern time, with Chair Steve Hutton thanking Chris Stec for his work on the SEIC Bylaw revisions.

Chris then gave an overview of the status of the Bylaw Revision Project, which began in 2005. Much input has resulted in the current draft, including all SEIC Discipline Committee Charters, ACA organizational governance policies, work done by Greg Wolfe and Rusty Cooper looking at the DIF system, recently adopted Freestyle Canoe Committee bylaws, and recent input from stakeholders on the draft.

Chris then outlined the ideal next steps in the process. After tonight's discussion, suggested changes will be incorporated. Next week, discipline committees and the SEIC will discuss, and hopefully the draft will gain SEIC approval, then the document will go to the ACA Board for final approval, either at their November meeting or December conference call. Projected implementation of new bylaws is 2017; however, if there are delays in the process, the March 2017 SEIC meeting will be the target.

Chris then highlighted the areas where the most changes have occurred since the 2012 SEIC bylaws.

- Article III – Governance
  - Section A: Changes are mostly in nomenclature.
    - Paragraph 3 clarifies that the SEIC is made up of any dues-paying instructor, IT, or ITE.
    - Paragraph 4 defines the SEIC Board comprising the voting members.
    - Executive Committee and Standards Committee are also defined.
  - Sections B, C, and D clarify current practice regarding voting and non-voting members.
  - Section E describes the composition of SEIC Board and addresses the phasing out of the DIF system. In lieu of DIFs it is recommended to have representatives from Europe, Asia, and South America, plus 3 at-large members. Discussion about Section E followed.
    - Becky Molina asked why this section specifically designates a certain number of representatives from each continent, rather than a general quota of international representatives. Chris said that this regional distribution was suggested.
    - Beth Wiegandt asked if at-large members could be selected from the international instructor corps, instead of requiring certain international members. Chris explained that proposed structure helps address the growing international presence of ACA instruction, and that the specific designation allows more buy-in from international members.
    - Steve Hutton pointed out that the word "may" in section E sets maximums but does not require.

- Molly Gurien asked about using the word "international" without specifying region.

- Chris asked for thoughts about having at-large members. Trey Knight expressed positive reaction. The group discussed changing the number of at-large members from 3 to 2.

- Section F outlines election procedures, which mimic current ACA and SEIC bylaws. There was discussion about Paragraph 1, dealing with the election of officers.
  - Trey suggested that item F.1.f. allow for vacancies created by Board members moving to officer positions be available for appointment instead of election.
  - Jeff Liebel agreed with Trey.
  - Chris proposed inserting language to make appointment possible since elections aren't always practical.
- Chris then asked for specific comment on Section F, Paragraphs 5 and 6, regarding elections for at large and international board members.
  - Molly asked how the Chair may appoint Board members to these positions if no one is interested.
  - Chris explained that the language allows the Chair to appoint people who are outside the nomination pool, or someone very capable who did not get elected. The item specifies that the Chair "may," not "must" appoint these members.
  - Josh Hall asked about staggering elections.
  - Chris responded that, if staggered, we seem to be constantly doing elections, an administrative burden.

- Article V outlines terms and roles of SEIC Board Officers.
  - Chris explained that the only major change is in voting for Chair, who is now elected earlier in order to be in office prior to ACA Board balloting.
  - The Vice Chair presides over the Instructional Committee, a new group.
  - The Secretary presides over the Curriculum Committee, which includes the Discipline Committees.
- Article VI: SEIC Board Committees is the most changed section.
  - The Executive Committee is the same.
  - The Standards Committee is more detailed.
  - The Nominations Committee is the same, so is the Curriculum Comm. a-d is essentially unchanged, formatting changed.
  - Sections E and F have major changes.
    - Section E, detailing the new Instructional Committee, replaces former Division Instructor Facilitator (DIF) system. Chris invited comments.
      - Greg Wolfe pointed out that because the Vice Chair is responsible for Instructional Committee operation, the election of Vice Chair should support the goals of the committee.
      - Chris agreed, adding the Vice Chair assumes more hands-on management than do other officers for the committees they organize.
      - Greg felt that because the Instruction Committee only has one vote on the Board, the Vice Chair needs to be able to clearly explain motions.
      - Chris countered, saying that no, there would be 5 voting members affiliated with the Instructional Committee.

- Molly questioned Paragraph 3, where Instructional Committee membership requires "formal training and current professional experience" in a list of areas. She points out the benefits of many volunteers with non-professional expertise.
- Greg responded that professional involvement has been missing in development of IT materials, and that it is critical to raising the quality of instructional programs. Life experience is great, too.
- Molly asked about using the word "preferable" for this list of qualifications.
- Beth pointed out that the next section lists "or" other experiences.
- Chris said staff would try to incorporate something like "preferable."
- Becky asked about using the word "suggested."
- Chris also pointed out VI.3.c.ii.4: how affiliate members are elected. If not enough candidates are willing to serve, the SEIC Chair can appoint willing and capable people.

▪ Section F describes Discipline Committees. Chris gave an overview:
- Individual discipline charters would become null and obsolete; everything will be included here in SEIC Bylaws. This releases Discipline Committees from dealing with their own governance issues, and makes their processes more uniform and transparent.
- Chris addressed Molly, saying that only some of the Touring Canoe Committee comments able to be included. He added that the Freestyle/Touring Canoe Committee gave more comments than any other group.
- The SEIC does not want to dictate how many should serve on a Discipline Committee. So there is a minimum of 5 and a maximum of 15. He asked that DCs choose an odd number.
- Becky asked if ACA geographic Divisions still held any meaning, for example for DCs.
- Chris said a few DIFs still exist and are very active, but that practically speaking, DIFs are not functional. Some DCs have division representatives, but new SEIC bylaws does not mention divisions, nor do ACA bylaws.
- Trey noted that the SUP Committee does not have division reps.
- Beth added that River Canoe Committee has division reps, but they are not active.
- Molly admitted that the Freestyle/Touring Canoe division reps are not really needed.
- Chris pointed out that division reps can become other reps.

- Molly asked about the dual status of Freestyle as a National Activity Committee and as an SEIC Discipline Committee. She asked: to whose governing authority is her committee responsible?
- Jeff and Chris both explain that Freestyle Canoeing, as an ACA National Activity Council, has responsibility for promotion of thesport over and above instructional duties. As the Touring Canoe Committee, they report to the SEIC.
- Molly adds that, unlike other disciplines, Freestyle holds competitions.
- Chris admits that incorporating Freestyle Canoeing is still a puzzle. The Freestyle Committee sponsors an exemplary number of events and festivals, unlike other discipline committees. He suggests a split into two purposes, and would like all to continue thinking about this issue.
- Molly points out that some Freestyle Committee members are not certified instructors.
- Chris noted that the Freestyle bylaws have a range of workgroups and committees, and asked, what if one of them were the Touring Canoe Committee, and served as the SEIC curriculum group? The rest of subcommittees could stand.

- Molly said that might work, that FS would consider it.
- Jeff added that the Freestyle Committee's challenge is that they are focused on Freestyle and not on Touring Canoe as an entire discipline. If Freestyle had representation from L1 and L2, that would better serve the SEIC and ACA in general. There should be a Touring Canoe SEIC committee that allows Freestyle to operate as an Activity Council.
- Molly said that Freestyle will continue to discuss ways to look at this.

- Paragraph 2, parts d.e. and f. deal with resignations and vacancies. Chris describes the policies as standard.
- Paragraph 3 outlines duties of discipline committee officers. Part b. introduces term limits for discipline committee officers. The suggestion was that any individual not hold the same position for more than 4 years in a row. One can hold only one officer position at a time.
  - Beth asked if the IPC (Introduction to Paddling Committee) were included.
  - Chris replied that DC Chairs are automatically on IPC.
  - Beth: Is the IPC chair appointed or elected?
  - Chris noted this as a good point that needs further consideration.
  - Steve offered that the process for appointment of an IPC chair was in the IPC charter, which will be void when charters go away.
- Discipline Committee elections occur in the fall of odd-numbered years, then officers subsequent to that, each January.
- Paragraph 5, section f. governs discipline committee meetings. The bylaws allow for appropriate discipline committee feedback prior to motion and voting. DCs need to discuss motions so that SEIC knows that experts in the discipline are supporting them.
- Paragraph 7.a.ii. defines which groups have each curriculum jurisdiction. Now IPC will be over L1 and below.
- Paragraph 8 outlines the process for formation of provisional and new committees.

Chris asked participants if they had any other questions or issues to discuss.

- Beth would like to discuss vision Intro to Paddling Committee; specifically: How does State director program fit in?
  - Chris indicated that this was definitely a topic for discussion at next week's meeting. Greg agreed.
  - There has been some discussion about state directors being incorporated in to SEIC.
- Becky wondered about a provision prohibiting being chair of 2 committees at once.
  - Trey mentioned that one person couldn't hold more than one SEIC board position. IPC would be an exception, because it is only made of Discipline Committee Chairs.
  - Josh asked whether the Intro to Paddling Committee could be made of discipline committee vice chairs instead of Chairs.

Chris outlined the next steps:

- By end of day tomorrow we will have a modified version of bylaws and a final meeting agenda.
- Everyone will have a week to review before SEIC meeting.

Chair Steve Hutton closed the meeting by thanking Chris and staff for all their time and energy on this project.