



Member, United States
Olympic & Paralympic Committee

PARALYMPIC OPERATIONS DEPARTMENT

Handbook

Executive Summary

Logan University's (Logan) commitment to the Paralympic movement has increased over the last four (4) years. Initially providing peripheral assistance, Logan has embraced its role and responsibilities to the sport(s) it serves.

As a result of this growing commitment, Logan created the Paralympic Operations Department (POD) in March of 2019. This handbook has been created to

- a) ensure Logan's compliance with the United States Olympic and Paralympic Committee (USOPC) standards for status as a current High-Performance Management Organization (HPMO),
- b) provide clear and transparent information for how Logan (an institution of Higher Education) uniquely fulfills its obligations as a governing body/management organization for a Paralympic sport, and
- c) places the Logan's POD in a position to obtain the status of Paralympic Sport Organization (PSO), and if presented with the opportunity, govern/manage multiple Paralympic sports.

This Handbook will go into effect January 1, 2021 in line with the new USOPC standards for compliance.

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SECTION 1: NAME AND STATUS

Section 1.1. Name.

The name of the department shall be Paralympic Operations Department (referred to in this handbook the POD). The POD may establish such acronyms or abbreviations as may be appropriate for business use, and may establish logos, service marks or trademarks as may be appropriate to further its purposes, mission, recognition and goals.

Section 1.2. Non-Profit Status.

The POD is a recognized department of Logan University (Logan) and will be subjected to all of the universities regulations, policies and procedures. Logan shall be a non-profit corporation incorporated and licensed pursuant to the laws of Missouri. Logan shall be operated for charitable and educational purpose and, through the direct efforts of its POD, shall also have as its purpose to foster national and international amateur sports competition in the sport(s) that fall under the management and governance of the POD. To the extent that anything within this Handbook is inconsistent with the state of Missouri, the state of Missouri shall take precedent. Logan shall operate consistent with and shall maintain a tax-exempt status in accordance with section 501(c)(3) of the Internal Revenue Code.

See Appendices A and B for the POD's organizational structure and its relation to Logan and the USOPC.

SECTION 2: OFFICES

Section 2.1. Business Offices.

The principal office of the POD shall be in Chesterfield, Missouri. Logan may at any time and from time to time change the location of the POD's principal office. The POD may have such other offices, either within or outside Missouri as the affairs of the POD may require from time to time.

Section 2.2. Registered Office.

The registered office of Logan required by the Missouri Non-Profit Statute (the "Nonprofit Corporation Act") shall be maintained in Missouri. The registered office may be changed from time to time by the Board of Trustees or by the officers of Logan or to the extent permitted by the Nonprofit Corporation Act by the registered agent of Logan. The registered office may be, but need not be, the same as the principal office.

SECTION 3: MISSION, VISION, VALUES

The POD upholds the Mission of Logan as a member of the Logan community. In line with Logan's Mission Vision and Values (MMV) the POD looks to reflect, uphold, and properly represent Logan in its surround community and beyond.

Section 3.1. Mission – POD.

The Mission of the POD is a commitment to excellence in High-Performance (HP) Paralympic sport services that are athlete centered and create unique educational and service opportunities for its community.

Section 3.2. Vision – POD.

The POD will be a leader in services, initiatives, and athlete experience/outcomes among HP Paralympic sports programs domestically and internationally

Section 3.3. Values – POD.

The POD will uphold the values of Athlete-Centered, Innovation, Awareness, and Community Investment

Section 3.4. Statement of Commitment to Paralympic Sport

The POD is committed to enabling United States athletes to achieve sustained competitive excellence in Paralympic competition and to promote and grow the sport(s) the POD manages in the United States.

This commitment extends to the mission of the sport(s) managed by the POD (listed below)

Sport currently managed by the POD:
USA Para Powerlifting (USAPP)

Section 3.5. Mission of Sport(s) Managed by the POD -- USAPP

USAPP is committed to creating the highest quality of opportunities and programs to ensure the identification and development of the best talent for the sport of Paralympic Powerlifting across the United States

Section 3.6. Vision of Sport(s) Managed by the POD – USAPP

USAPP strives to represent the United States as the best in sport on the international stage while ensuring podium potential on a global scale

Section 3.7. Values

USAPP will uphold the values of Respect, Compassion, Integrity, Talent Development, Public Awareness, and Engagement.

SECTION 4: CERTIFICATION AS HIGH-PERFORMANCE MANAGEMENT ORGANIZATION

Section 4.1. Certification as an HPMO

Logan shall seek and attempt to maintain certification by the United States Olympic & Paralympic Committee (the “USOPC”) as the HPMO for the sport(s) it currently under its management and governance (see section 3.4) in the United States. In furtherance of that purpose Logan has created the POD. As an extension of Logan, the POD shall comply with the requirements for certification as an HPMO as set forth in the Ted Stevens Olympic and Amateur Sports Act (36 U.S.C. §§ 220501 – 220543) and as mandated by the USOPC as such requirements are promulgated or revised from time to time.

Section 4.2. Governance and Compliance

In fulfilling those requirements, the following shall occur as they pertain to Logan’s POD

- The POD will fulfill all responsibilities as an HPMO as set forth in the Act
- will be autonomous in the management of the sport(s) currently under its management and governance of by independently determining and controlling all matters central to governance, by not delegating any of that determination or control, and be free from outside restraint
- The POD will be responsible for providing individual and organizational membership for the sport(s) it currently manages and governs in the United States
- The POD will adopt and maintain department structure/operations and athlete representation policies complying with the requirements of this Handbook
- The POD will adopt and maintain an Athletes Advisory Committee (AAC) specific to the sport(s) it currently manages and governs as a part of its overall department structure
- The POD will ensure its Advisory Committee (AC) has established criteria and selection procedures maintained among its voting members, individuals who are actively engaged in amateur athletic competition in the sport(s) currently managed and governed by the department or who have represented the United States in an international amateur athletic competition in the sport(s) currently managed and governed by the POD within the preceding ten (10) years; and ensures that the membership and voting power held by those individuals is not less than thirty-three percent (33%) of the membership and voting power held on its AC or other governing committees.
- The POD will produce and abide by policies and procedures that ensure equal opportunity to staff, amateur athletes, coaches, trainers, managers, administrators, and officials to participate in the sport(s) currently managed and governed by the department without discrimination on the bases of race, color, religion, age, sex, sexual orientation, gender identification, gender expression, national origin or veteran status.
- The POD will adopt and maintain appropriate and sound department operational practices
- Logan will be recognized by the Internal Revenue Service (IRS) as a tax-exempt organization under the Internal Revenue Code

- The POD will adopt and enforce a Code of Conduct and Conflict of Interest policies for the POD staff, councils, committees and members of the sport(s) currently managed and governed by the department.
- The POD will adopt and enforce ethics policies and procedures for the POD staff, councils, committees, and members of the sport(s) currently managed and governed by the department
- The POD will demonstrate a departmental commitment to diversity, equity, and inclusion (DEI)
- The POD will satisfy such other requirements as are set forth by Logan and the USOPC

Section 4.3. Financial Standards and Reporting Practices

In fulfilling those requirements, the following shall occur as they pertain to Logan and its POD

- Logan will demonstrate financial operational capability to support the POD in and its administration of the sport(s) currently under its management and governance
- Logan will empower and support the POD to maintain the managerial and financial competence and capability to establish national goals for the sport(s) the POD currently manages and governs relating to the development and well-being of the sport(s)
- The POD will implement and administer a plan for the attainment of those goals, and to execute the obligations of an HPMO for the sport(s) it currently manages and governs in the United States
- Logan will be financially and operationally transparent and accountable to its constituents and will empower the POD to be financially and operationally transparent and accountable to the members of the sport(s) it currently manages and governs and to the USOPC
- Logan will adopt a budget (which will include the budget associated with its POD) and maintain accurate accounting records in accordance with accounting principles generally accepted in the United States of America (GAAP)
- Logan will submit its complete IRS Form 990 and audited financial statements, which will include the duties of the POD specific to its current status as an HPMO
- The POD will post on its website (or ensure the items can be located on Logan's website) its current Handbook and other organic documents, Logan's IRS Form 990 for the three most recent years, and Logan's audited financial statements for the three most recent years
- Logan, guided by its current bylaws and governance structure and through its POD, will satisfy such other requirements as are set forth by the USOPC that are specific to the sport(s) in which it has been currently designated as the HPMO

Section 4.4. Athlete Safety

In fulfilling those requirements, the follow shall occur as they pertain to Logan and its POD

- The POD will comply with all applicable athlete safety and child protection laws

- The POD will comply with the policies and requirements, within the scope of the policies and procedures of Logan, of the US Center for SafeSport (USCSS).
- The POD will maintain and enforce, within the scope of the policies and procedures of Logan, an athlete safety program consistent with the policy(ies) and standards directed by the USOPC
- The POD will comply, within the scope of the policies and procedures of Logan, with the anti-doping policies of the USOPC and with the policies and procedures of United States Anti-Doping Agency (USADA).
- The POD will satisfy such other requirements as are set forth by the USOPC that are specific to the sport(s) currently under the management and governance of the department.

Section 4.5. Sport Performance

In fulfilling those requirements, the follow shall occur as they pertain to Logan and the POD

- The POD will maintain and execute a strategic plan, specific to the sport(s) it currently manages and governs, that is capable of supporting athletes in achieving sustained competitive excellence, and in growing the sport(s)
- The POD will establish clear athlete, team, and team official selection procedures approved by a Designated Committee (as that term is defined in Section 8.5.1 below) and by the USOPC, for Delegation Event teams as applicable, and timely disseminate such procedures to the athletes and team officials
- The POD will effectively conduct, in accordance with such selection procedures, a selection process, including any trials (as approved by the USOPC), to select athletes for Delegation Event teams
- The POD will competently and timely recommend to the USOPC athletes, teams, and team officials for Delegation Event teams as applicable
- The POD will maintain and implement effective plans for successfully training Delegation Event athletes
- The POD will satisfy such other requirements as are set forth by the USOPC that are specific to the sport(s) that is/are currently managed and governed by the department

Section 4.6: Operational Performance

In fulfilling those requirements, the follow shall occur as they pertain to Logan and the POD

- Logan, through the efforts of its POD, will demonstrate managerial capability to administer the sport(s) it has been designated as the HPMO
- Logan, through the efforts of its POD, will obtain and keep current insurance policies in such amount and for such risk management as appropriate and specific to the sport(s) in which it has been designated as the HPMO

- Logan, through the efforts of its POD, will actively seek, in good faith, to generate revenue in addition to any resources that may be provided by the USOPC, sufficient to achieve financial sustainability for the sport(s) it has been designated as the HPMO
- The POD will maintain and enforce grievance procedures, within the scope of the policies and procedures of Logan, specific to the sport(s) currently managed and governed by the department that provide for prompt and equitable resolution of grievances and fair notice and an opportunity for a hearing before declaring an individual ineligible to participate
- The POD will adopt a whistleblower and anti-retaliation policy, within the scope of the policies and procedures of Logan, specific to the sport(s) it currently manages and governs
- Logan, through the efforts of its POD, will cooperate with the USOPC in preventing the unauthorized use of the names and trademarks of the USOPC, the words “Olympic,” “Paralympic” and “Pan American,” and their derivatives, as well as their symbolic equivalents
- Logan, through the efforts of its POD and within its current bylaws, will satisfy such other requirements as are set forth by the USOPC that are specific to the sport(s) in which it has been designated as the HPMO

Section 4.7: HPMO SafeSport and Anti-Doping Obligations.

Compliance with the USOPC and USCSS Policies and Procedures

As a member HPMO of the USOPC, Logan, through the efforts of its POD, shall adhere to the athlete safety rules and regulations of the USOPC. Additionally, USOPC Bylaw Section 8.7(l) provides that, as a condition of membership in the USOPC, each HPMO shall comply with the policies and procedures of the independent safe sport organization designated by the USOPC to investigate and resolve safe sport violations. The USOPC has designated the USCSS as that organization. The current safe sport rules, policies and procedures are available at the offices of the POD or on-line at the following website: www.safesport.org. The POD also shall adopt and maintain athlete safety policies and procedures consistent with the USCSS rules, policies, and procedures, as they may be modified or amended from time to time. The POD’s current athlete safety rules, policies, and procedures are available at the offices of the POD or on-line at the following website: www.logan.edu/usapp.

Compliance with the USOPC and USADA Rules and Regulations

As a member HPMO of the USOPC, Logan, through the efforts of its POD, shall adhere to the anti-doping rules and regulations of the USOPC. Additionally, USOPC Bylaw Section 8.7(k) provides that, as a condition of membership in the USOPC, each HPMO shall comply with the policies and procedures of the independent anti-doping organization designated by the USOPC to investigate and resolve anti-doping rule violations. The USOPC has designated USADA as that organization. The current anti-doping rules, policies and procedures are available at the offices of the POD or on-line at the following website: www.usada.org.

SECTION 5: MEMBERS

Section 5.1. Categories of Membership

The POD shall have individual and organization membership for the sport(s) it manages and governs.

The categories as follows:

1. Individual Membership Categories
 - i. Elite/HP Athlete
 - ii. Athlete Members
 - iii. Technical Members
 - iv. Coach, Referee, and Auxiliary Members
 - v. Paralympic Members
 - vi. Friends of USAPP
2. Organization Membership Categories
 - i. Regional Hubs

All members must be in compliance with all requirements of this Handbook and all applicable rules. As used herein, “applicable rules” shall mean the rules and regulations, Code of Conduct/Ethics, technical and competition rules, and cover values and decisions of the POD for the sport(s) its currently manages and governs. Membership fees must not be lapsed to enjoy the benefits of membership:

Individual Membership Categories

- i. *Elite/HP Athletes:*
 - a. those who within the prior ten (10) years represented the United States in the Paralympic Games, Para Pan American Games, an Operation Gold event, a World Championship recognized by the International Federation (IF) (as designated by the International Paralympic Committee (IPC)) of the sport(s) currently managed and governed by the POD; or
 - b. Any individual who qualifies as an HP Athlete will be an HP Athlete member and will not be a member in other categories for which he or she may be eligible.
- ii. *Athlete members*
 - a. Those eligible for membership in the Athlete category shall be any individual who registers as a member of the sport(s) currently managed and governed by the POD, is a competitive athlete eligible to compete in the events of the sport(s) currently managed and governed by the POD, but who does not otherwise qualify for membership as HP Athlete
- iii. *Technical Members*
 - a. Those eligible for membership in this category shall be any individual who is a Classifier, Referee (Technical Official (TO)), or Coach who has achieved National or HP Classifier, Referee (TO), or Coach status or above in the sport(s) currently managed and governed by the POD.

- iv. *Coach, Referee, and Auxiliary members*
 - a. Those eligible for membership in this category shall be any individual who registers with the POD, is a Classifier, Referee (TO), or Coach who is not yet a National/HP Classifier, Referee (TO), or Coach.
 - b. Auxiliary membership categories such as volunteers and medical membership shall be considered in this category.
- v. *Paralympic Members*
 - a. Those eligible for this membership category shall be any individual who has competed for the United States in the sport(s) currently managed and governed by the POD in the Paralympic Games (inclusive of those selected to compete in the 1980 Paralympic Games but excluding the Youth Paralympic Games), and who does not otherwise qualify as a HP/Elite Athlete.
 - b. Such persons shall be granted a lifetime membership in the sport(s) currently managed governed by the POD in which he or she competed in without the requirement to pay dues.
- vi. *Friends of Sport*
 - a. The Friends of Sport membership shall be considered as a tax-deductible donation (minus any goods exchanged) from a friend of the sport, it does not bestow any right to compete, voting right or their rights such as in the other categories. The member will be able to designate which sport(s) currently managed and governed by the POD.

Organization Membership Categories

- i. *Regional Hubs*
 - a. Any club/organization whether national or local, is eligible for membership in this category if it registers and agrees to be bound to the rules and regulations set forth by the POD for membership organizations specific to the sport(s) currently managed and governed by the POD. The president/owner or his/her designee will solely hold the vote on behalf of the club/organization.

Section 5.2. Voting Members

Individuals belonging to the following membership categories shall be entitled to voting privileges

- Elite/HP Athletes — Each HP Athlete shall have one vote on each matter submitted to HP Athletes for a vote. Also, each HP athlete shall have one vote on each matter submitted to the entire membership of the sport(s) managed and govern by the POD in which he/she participates in for a vote
- Athlete, Coach, Referee, Technical, and Paralympic Members — Athlete members, Coach Members, Referee Members, Technical Members and Paralympic Members shall have one vote per person on all matters submitted to that respective category of

membership or to the entire membership for the sport(s) managed and governed by the POD they participate in.

- Regional Hub — the Regional Hub members shall have one vote per club/organization on matters submitted to this category of membership or to the entire membership of the sport(s) managed and governed by the POD in which they participate in for a vote

An individual may belong to more than one (1) of the above-mentioned membership categories. However, an individual is only eligible to vote in one (1) membership category. Any individual who is a member of more than one (1) membership category shall designate the membership category in which he or she shall vote. An individual shall be a citizen of the United States and at least eighteen (18) years of age in order to be eligible to vote in an election. Notwithstanding these restrictions on voting, membership in USAPP is open to individuals who are less than eighteen (18) years of age and to individuals who are not citizens of the United States; however, eligibility of member to participate in events of the sport(s) managed and governed by the POD will be determined on the specific criteria specific to that category and sport. An individual shall be a member of USAPP sixty (60) days prior to the date of the election in order to be eligible to vote in an election.

Section 5.3. Membership Requirements and Dues.

Membership in the sport(s) managed and governed by the POD is a privilege and creates with its certain obligations and duties. The POD may establish such membership requirements, which may include background checks, SafeSport education and training, and dues as the POD shall deem necessary or appropriate. Further, the POD may establish such rules and procedures for the manner and method of payment of dues, the collection of delinquent dues and the proration or refund of dues, as the POD shall deem necessary or appropriate. No privilege of membership shall be available until all membership requirements are satisfied and all dues are paid in full.

Section 5.4. Membership SafeSport and Anti-Doping Obligations.

As a condition of membership in a sport(s) managed and governed by the POD and a condition for participation in any competition or event sanctioned by the POD for the sport(s) it manages and governs or its member organizations, each sport member and each sport athlete, coach, trainer, agent, athlete support personnel, medical or para-medical personnel, team staff, official and other person who participates in an event for a sport managed and governed by the POD (whether or not a member of that sport), agrees to comply with and be bound by the SafeSport rules, policies and procedures of the USCSS and to submit, without reservation or condition, to the jurisdiction of the USCSS for the resolution of any alleged violations of those rules, policies and procedures, as may be amended from time to time, to the extent the alleged violation falls within the jurisdiction of the USCSS. Each sport member and each sport athlete, coach, trainer, agent, athlete support personnel, medical personnel, team staff, official and other person who participates in events of the sport(s) managed and governed by the POD (whether or not a member that sport) also agrees to comply with and be bound by the athlete

safety rules, policies and procedures of the POD and to submit, without reservation or condition, to the jurisdiction of the POD for the resolution of any alleged violations of the USCSS rules or of the POD's rules that do not fall within the USCSS's exclusive jurisdiction and over which the USCSS declines to exercise discretionary jurisdiction. To the extent any POD rule is inconsistent with the rules of the USCSS, such rule is hereby superseded.

It is the duty of members of the sport(s) managed and governed by the POD to comply with all anti-doping rules of the World Anti-Doping Agency (WADA), the sports IF (as recognized by the IPC) and of USADA, including the USADA Protocol for Olympic and Paralympic Movement Testing (USADA Protocol) and all other policies and rules adopted by the sports IF, USADA and the USOPC, including the USOPC National Anti-Doping Policy. All sport(s) managed and governed by the POD athlete member categories agree to submit to drug testing by the sports IF (as recognized by the IPC) and/or USADA or their designees at any time and understand that the use of methods or substances prohibited by the applicable anti-doping rules make them subject to penalties including, but not limited to, disqualification and suspension. If it is determined that a member may have committed an anti-doping rule violation, the member agrees to submit to the results management authority and processes of USADA, including arbitration under the USADA Protocol, or to the results management authority of the sports IF (as recognized by the IPC) if applicable or referred by USADA.

It is the duty of all of the Athletes, Athlete Support Personnel and other Persons (as those terms are defined in the World-Anti Doping Code), of the sport(s) managed and governed by the POD, by virtue of their participation in the Olympic, Paralympic, Pan American, Parapan American or Youth Olympic Games, participation in an Event or Competition organized or sanctioned by an NGB, PSO or HPMO, participation on a national team, utilization of a USOPC Training Center, receipt of benefits from the USOPC or the POD, inclusion in the Registered Testing Pool (RTP), or otherwise subject to the World Anti-Doping Code to comply with all anti-doping rules of WADA, the sports IF (as recognized by the IPC), the USOPC, and of the U.S. Anti-Doping Agency (USADA), including the USADA Protocol for Olympic and Paralympic Movement Testing (USADA Protocol) and all other policies and rules adopted by WADA, the sports IF (as recognized by the IPC) and USADA. If it is determined that an Athlete, Athlete Support Personnel, or other Person, of the sport(s) managed and governed by the POD, may have committed a doping violation, the individual agrees to submit to the results management authority and processes of USADA, including arbitration under the USADA Protocol, or to the results management authority of the sports IF (as recognized by the IPC), if applicable or referred by USADA. In addition, Athletes agree to submit to drug testing by the sports IF (as recognized by the IPC) and/or USADA or their designees at any time and understand that the use of methods or substances prohibited by the applicable anti-doping rules make them subject to penalties including, but not limited to, disqualification and suspension.

Section 5.5. Suspension and Termination of Membership.

The membership of any member for any of the sport managed and governed by the POD may be terminated at any time with cause by the POD in accordance with this Handbook. A member shall have the right to fair notice and a hearing prior to termination. The POD may retain

jurisdiction over any member of the sport(s) managed and governed by the department, who has pending financial obligations, or pending grievances against him/her, regardless of the status of membership. A member may only resign if the member has paid all dues then payable.

A member will be suspended, have all membership rights removed, automatically in the instance of outstanding dues or other financial obligations to the POD if the financial obligations have been outstanding for a period of one hundred eighty (180) days or more.

Section 5.6. Transfer of Membership.

Members of the sport(s) managed and governed by the POD may not transfer their membership. Members shall have no ownership rights or beneficial interests of any kind in the property of the POD and any sport/organization it has managerial and governance oversight of.

SECTION 6: ADVISORY COUNCIL

Section 6.1. General Purpose

Except as otherwise provided in Logan's Bylaws, all corporate powers shall be exercised by or under the authority of, and the business and affairs of Logan shall be managed by, its Board of Trustees.

As the department responsible for the duties and responsibilities Logan holds as a designated HPMO, the POD will have an Advisory Council (AC) specific to the sport(s) in which the department manages and governs. The AC will help guide the department and the sport(s) it manages and governs toward their stated mission. See Appendix C for the AC (and affiliated committees) organizational structure and its relation to the Logan and the POD.

Section 6.2. Function of the Advisory Council

The AC does not manage the POD. The AC shall only focus sport specific long-term objectives and impacts rather than the POD's day-to-day management and non-sport specific programs.

The AC shall represent the interests of the community of the sport(s) managed and governed by the POD in the United States and its athletes by focusing on the long-term objectives and impacts rather than on day-to-day management.

The Executive Director of the POD will be selected by Logan's President and will work with the AC. The Executive Director will be empowered by the Logan's President and the AC to manage a staff-driven department with effective oversight.

In addition, the AC will perform the following functions specific to the sport(s) the POD manages and governs:

- Implement procedures to orient new AC Members, to educate all AC Members on the sport specific business and governance affairs of the POD specific to the

sport(s) managed and governed by the department, and to evaluate the AC's performance;

- May be called on by Logan's President to assist in selecting, evaluating, and providing support for termination of the Executive Director of the POD and plans for management succession. The final decision on selection and termination will solely belong Logan's President. Logan's President will have the discretion to evaluate the Executive Director of the POD via Logan's employee evaluation process and with no input from the AC;
- review the POD's strategic plan, annual operating plans, budget, business plans, and performance specific to the sport(s) managed and governed by the department. Approval of all Logan department budgets (including the PODs) will be done in accordance with Logan's policies and bylaws;
- assist in recommending policies and providing guidance and strategic direction to management of the sport(s) managed and governed by the POD.
- provide feedback on significant actions of the sport(s) managed and governed by the POD;
- reviews the specific financial communications with the stakeholders of the sport(s) managed and governed by the POD. The POD will follow Logan's legal and regulatory compliance program as set for the University;
- assist effective governance for the sport(s) managed and governed by the POD;
- review capital structure, financial strategies, borrowing commitments, and long-range financial planning specific to the sport(s) managed and governed by the POD. Final decision on capital structure, financial strategies, borrowing commitments and long-range financial planning but be reviewed and approved in accordance with Logan's bylaws and policies;
- reviews financial statements, annual reports, financial and control policies specific to the sport(s) managed and governed by the POD. Final decision will be made in accordance with Logan's bylaws and policies
- monitors to determine whether the assets specific to the sport(s) managed and governed by the POD are being properly protected;
- monitors compliance with laws and regulations and the performance of its broader responsibilities as they pertain to the sport(s) managed by and governed by the POD;
- assist in ensuring that the AC and management are properly structured and prepared to assist in case of an unforeseen crisis specific to the sport(s) managed and governed by the POD; and
- ensures the POD adopts and maintains athlete safety rules, policies and procedures for the sport(s) managed and governed by the POD that comply with the requirements of the USOPC and USCSS

Section 6.3. Diversity of Discussion

The POD and its AC shall be sensitive to the desirability of diversity at all levels of POD including among its designated memberships, athletes, and composition of AC specific to the sport(s)

managed and governed by the POD. The POD also ensure diversity at all levels within the department at as whole. The POD shall encourage diversity at all levels of the POD, supported by meaningful efforts to accomplish that diversity. The AC shall assist in developing norms that favor open discussion and favor the presentation of different views amount the members of the sport(s) managed and governed by the POD.

Section 6.4. Qualifications

Each Council Member of the AC must be a citizen of the United States and eighteen (18) years of age or older. A Council Member need not be a resident of Missouri.

A Council Membership shall

- a) have the highest personal and professional integrity,
- b) have demonstrated exceptional ability and judgment, and
- c) be effective, in conjunction with the other Council Members, in collectively serving the long-term interests of the sport(s) managed and governed by the POD

Each Council Member shall have passed a background check, completed SafeSport education and training, and have no record of SafeSport violations. Failure of a background check will result in immediate removal from the AC.

Council Members shall possess the highest personal values, judgment and integrity, understanding of athletic competition and the Paralympic ideals, and have diverse experience in the key business, financial, and other challenges the sport(s) managed by the POD may face.

Council Members shall have a high level of experience and capability in the AC oversight responsibilities, including in the areas of finance, marketing, fundraising, audit, management, communications, and sport.

No member of the POD staff may be a member of the AC, and no former POD staff may serve on the AC until at least five (5) calendar years have passed since their last day of employment within the POD. The Executive Director of the POD will serve as an ex-officio member of the AC, with no voting rights.

Upon selection to the AC, the Council Member shall resign from any other leadership position they may have with the POD and/or the sport(s) the POD manages and governs including but not limited to national or international team coaching or staff positions. Throughout the duration of a Council Member's term no Council Member is permitted to apply for any of these positions without first resigning from the AC. During the period while serving on the AC, such Council Members may not receive monetary compensation of any description from Logan or the POD on behalf of the sport(s) managed and governed by the POID, except as a Coaching Education Instructor, or Technical Official at a National Competition, or for reimbursement of expenses for serving on the AC in accordance with the PODs policies.

Prior to serving as a Council Member, if not already a member, an individual must become a member of the sport(s) managed and governed by the POD. Independent Council Members need not be a member at the time of being selected but are expected to become a member upon taking a position on the AC.

Council Membership shall inform the Nominating and Governance Committee of any changes in their employment responsibilities or other constraints on their time in order for the Nominating and Governance Committee to determine whether it is appropriate to nominate the Council Member for continuing AC service.

Section 6.5. Number

The AC shall consist of seven (7) Council Members. At least twenty (20) percent of whom shall be Independent Council Members, at least thirty-three (33) percent of whom shall be Athlete Council Members, and the rest of whom shall be drawn from appropriate representation of the community of the sport(s) managed and governed by the POD.

Section 6.6. Election/Selection

The POD AC Members shall be elected/selected as follows:

- *Designated Council Members.*
The Nominating and Governance Committee shall select, using whatever process the Nominating and Governance Committee determines to be appropriate, two (2) Council Members from among individuals considered to be Designated Directors, as that term is defined in Section 6.7.
- *Athlete Council Member.*
At least thirty-three (33) percent of the total number of Council Membership shall be Athlete Council Members. The sport(S) in which the POD manages and governs, representative to the USOPC Athletes' Advisory Council shall be one of the Athlete Council Members on the POD AC. Of the thirty-three (33) percent of the Athlete Council Members, no less than twenty (20) percent shall of Athlete Council Members shall be Elite/HP Athletes, as defined by the USOPC Bylaws. The remaining Athlete Council Members may be comprised of ten plus (10+) Year Athletes as defined in the USOPC Bylaws. The sport(s) managed and governed by the POD, representative to the USOPC Athletes' Advisory Council shall count towards the twenty (20) percent Elite/HP Athlete requirement. At no time will all of the seats held by Athlete Council Members be composed of the same gender (all male or all female).
- *Regional Hub Council Members.*
If there is no Regional Hub member, then the Regional Hub Council Member seat shall be vacant. If there is one (1) Regional Hub member, then that organization shall select a qualified individual to serve as the Regional Hub Council Member. If there is more than one (1) Regional Hub member, then the Regional Hubs as a

group shall select a qualified individual to serve as the Regional Hub Council Members.

At no time will there be more than two (2) coaches serving on the AC regardless of their membership classification. For purpose of this section “coach” is defined as any member who is designated as a High-Performance Coach or higher.

All Council Members shall be selected without regard to race, color, religion, national origin, gender identification, gender expression, or sexual orientation.

Section 6.7. Designated Council Member(s)

The AC, through its Nominating and Governance Committee, shall affirmatively make a determination as to the independence of each Council Member, and disclose those determinations. Under the definition of “independence” adopted by the AC, an “independent Council Member” shall be determined to have no material relationship with the sport(s) managed and governed by the POD, directly or through an organization that has a material relationship with the sport(s) managed and governed by the POD. A relationship is “material” if, in the judgment of the Nominating and Governance Committee, it would interfere with the Council Member’s independent judgment. To assist it in determining whether a Council Member is independent, the AC shall adopt the guidelines set forth below, which shall be applied on a case-by-case basis by the Nominating and Governance Committee.

A Council member shall not be considered independent if, within the preceding five (5) years:

- the Council Members was employed by or held any governance position (whether a paid or volunteer position) with the POD, the IF (as recognized by the IPC) of the sport(s) managed and governed by the POD, the international regional sport entity of the sport(s) managed and governed by the POD, or any sport family entity of the sport(s) managed and governed by the POD;
- an immediate family member of the Council was employed by or held any governance position (whether a paid or volunteer position) with the POD, the IF (as recognized by the IPC) of the sport(s) managed and governed by the POD, the international regional sport entity of the sport(s) managed and governed by the POD, or any sport family entity of the sport(s) managed and governed by the POD;
- the Council Member was a member of the sport(s) managed and governed by the POD, Athletes’ Advisory Council;
- the Council Member was a member of any constituent group with representation on the AC;
- the Council Member receives any compensation from the POD, directly or indirectly;
- the Council Members is an executive officer, controlling shareholder, or partner of a corporation or partnership or other business entity that does business with the POD;
- the Council Member is a member of the sport(s) managed and governed by the POD in a membership category that participates in competitions; or

- the Council Member is the parent or close family member of an athlete or member of the sport(s) managed and governed by the POD.
- the Council Member is not affiliated with or employed by the POD's outside auditor or outside counsel
- the council member is not a family member of an individual at is affiliated with or employed by the POD's outside counsel as a partner, principal or manager.

Where the guidelines above do not address a particular relationship, the determination of whether the relationship is material, and whether a Council Member is independent, shall be made by the Nominating and Governance Committee.

The Council Member must maintain an independent perspective by maintaining the requirements above for their entire term and any successive term with the exception of holding any governance role in the POD or , the IF(s) (as recognized by the IPC) of the sport(s) managed and governed by the POD, and including any reimbursement of expenses related thereto.

Section 6.8. Staggered Council

Council Members of the AC shall be elected/selected so as to implement a staggered AC system. The initial Council for the POD shall be comprised of some individuals who serve two (2) year terms and some individuals who serve four (4) year terms. The Nominating and Governance Committee shall designate prior to election/selection of the initial AC whether a Council Member is serving a two (2) or four (4) year term.

Section 6.9. Council Term

The term of office for a Council Member of the AC shall be four (4) years. A Council Member's term shall end on December 31 of an even-numbered year and new Council Member's term shall begin on January 1 of an odd numbered year. The POD shall nominate and elect a successor Council Member within sixty (60) days of the end of a Council Member's term, or by the next regularly scheduled meeting of the AC, whichever is earlier. A Council Member therefore shall hold office for a maximum of sixty (60) days beyond the end of his or her four (4) year term to permit time for the POD to identify and elect/select a successor Council Member. The POD shall also nominate and elect/select a successor Council Member within sixty (60) days of the date of a Council Member's resignation, removal, incapacity, disability or death, or, at the latest, shall elect a successor Council Member at the next regularly scheduled AC meeting.

Section 6.10. Council Term Limits

No Council Member of the AC shall serve more than two (2) consecutive terms.

For the initial AC, a term of two (2) or more years shall constitute a full term. Thus, a Council Member elected/selected for a two (2) year term shall be eligible to serve only one (1) additional four (4) year term immediately following the two (2) year term.

When a Council Member is elected/selected to fill a vacancy because of the resignation, removal, incapacity, disability or death of a Council Member, and the remaining term is for two (2) or more years, such term shall constitute a full term. Thus, if the vacancy being filled is for two (2) or more years, the Council Member may serve one additional four (4) year term immediately following the two (2) year term. If the vacancy being filled is for less than two (2) years, the term shall not be a full term. Thus, the Council Member shall be able to serve two (2) additional four (4) year terms following completion of the filled vacancy term.

Section 6.11. Council Member Attendance

Council Members of the AC shall be expected to attend via video conference all regularly scheduled Council meetings, though for exigent circumstances a Council Member may participate in a meeting by telephone. Council Members shall be required to attend no less than one half (1/2) of all regularly scheduled Council meetings.

Section 6.12. Resignation, Removal and Vacancies

A Council Member's position on the AC shall be declared vacant upon the Council Member's resignation, removal, incapacity, disability or death, or upon the expiration of the Council Member's term. Any Council Member shall resign at any time by giving written notice to the Chair of the AC, except the Chair's resignation shall be given to the AC. Such resignation shall take effect at the time specified in the written notice, and unless otherwise specified in the written notice, the acceptance of such resignation shall not be necessary to make it effective. Council Members shall be removed by the AC if they fail to attend via video conference more than one half (1/2) of the regular meetings of the AC during any twelve (12)-month period, unless they are able to demonstrate to the other Council Members of the AC that the presence of exigent circumstances caused and excused the absences. In such circumstances, the absent Council Member shall be removed by the affirmative vote of a majority of the voting power of the AC (not including the voting power of the absent Council Member). Council Members shall also be removed for cause at any duly noticed meeting of the AC, and after being provided an opportunity for the Council Member to be heard by the AC, upon the affirmative vote of at least two-thirds (2/3) of the total voting power of the AC (excluding the voting power of the Council Member in question). Council Members shall also be removed without cause at any duly noticed meeting of the AC, upon the affirmative vote of at least three-fourths (3/4) of the total voting power of the AC (excluding the voting power of the Council Member in question). Any vacancy occurring in the AC shall be filled as set forth for the selection of the Council Member of the AC. A Council Member selected to fill a vacancy shall be selected for the unexpired term of such Council Member's predecessor in office.

For the Athlete Council Member position, if the Athlete Council Member who is the Athletes' Advisory Council designee for the sport(s) managed and governed by the POD, is removed by the sport as the Athletes' Advisory Council designee or his or her seat becomes vacant, then the alternate candidate for the Athletes' Advisory Council representative shall become an Athlete Council Member. If the Athlete Council Member who is the Athletes' Advisory Council designee

is removed from the AC by vote of the AC, such removal shall have no impact on the individual's status as the sport's Athletes' Advisory Council representative.

No Council Member shall be subject to removal or to not being re-nominated based on how they vote as a Council Member, unless such voting is part of a violation of the POD's Code of Conduct or Conflict of Interest Policy.

Section 6.13. Regular and Special Meetings

The POD's AC shall meet at regularly scheduled meetings at least two (2) times per year, or with such other frequency as is appropriate for the AC to meet given the circumstances, and such meetings shall be spaced throughout the year. Council Members shall participate in regularly scheduled AC meetings via video conference, unless pre-approved by the AC Chair based on exigent circumstances, in which case participation by telephone is permitted. Special meetings of the AC shall be held upon the call of the Chair or upon the written request of not less than fifty (50) percent of the AC. Council Members may participate in special meetings of the AC by telephone. For special meetings for the purpose of an AC vote, the meeting and voting may take place by electronic mail.

Section 6.14. Notice of Meetings

Notice of each meeting of the AC stating the date, time and place of the meeting, and in the case of a special meeting the purpose for which the meeting is called, shall be given to each Council Member by or at the direction of the Chair of the AC. Notice may be given either in writing or orally. Written notice may be delivered either personally, by mail, by private carrier or by electronic transmission. Such notice shall be delivered to the Council Member's business or residential address (or to such other address provided by the Council Member for such purpose), to the Council Member's facsimile telephone number or to the Council Member's email address. Written notice shall be delivered no fewer than five (5) days before the date of the meeting. If mailed, such notice shall be deemed delivered when deposited in the United States mail. If delivered by private carrier, such notice is deemed delivered upon deposit with the carrier. If transmitted by facsimile or electronic transmission such notice shall be deemed to be given when the transmission is complete. Oral notice may be delivered either personally or telephonically. Such notice shall be delivered to the Council Member (or to such other individual provided by the Council Member for such purpose). Oral notice shall be delivered no fewer than two (2) days before the date of the meeting. Oral notice is effective when communicated. The method of notice need not be the same as to each Council Member.

A Council Member may waive notice of any meeting before, at, or after such meeting. The attendance of a Council Member at a meeting shall constitute a waiver of notice of such meeting, except where a Council Member attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

Section 6.15. Quorum

A simple majority of the AC on video conference immediately before the meeting begins shall constitute a quorum for the transaction of business at any meeting of the AC. If less than a quorum is present at a meeting, a majority of the Council Members present at the meeting may adjourn the meeting from time to time without further notice other than an announcement at the meeting, until a quorum shall be present.

Section 6.16: Action of the Advisory Council/Consent

The act of a majority of Council Members on the AC present at a duly called meeting in which a quorum is established shall constitute an act of the AC.

The unanimous written consent of all Council Members on the AC shall also constitute an act of the ACI.

Section 6.17. Voting by Proxy

No Council Member may vote or act by proxy at any meeting of the AC.

Section 6.18. Presumption of Assent

A Council Member who is present at a meeting of the AC at which action on any Council matter is taken shall be presumed to have assented to the action taken unless such Council Member's dissent shall be entered in the minutes of the meeting or unless the Council Member shall file a written dissent to such action with the individual acting as the Secretary of the AC before the adjournment of the meeting. Such right to dissent shall not apply to a Council Member who voted in favor of such action.

Section 6.19. Action Without a Meeting

Any action required or permitted to be taken at a meeting of the AC may be taken without a meeting if each and every AC in writing either:

- i. votes for such action;
- ii. votes against such action; or
- iii. abstains from voting.

Each Council Member who delivers a writing described in this Section 6.19 to the Council shall be deemed to have waived the right to demand that action not be taken without a meeting.

Section 6.20. Transacting Business by Mail, Electronic Mail, Telephone or Facsimile.

The AC shall have the power to transact its business by mail, electronic-mail, telephone, or facsimile, if in the judgment of the Chair of the AC the urgency of the case requires such action.

Section 6.21. Agenda.

The agenda for a meeting of the AC shall be set by the Chair of the AC after consultation with the Executive Director of the POD. A Council Member may request that items be placed on the AC agenda.

Section 6.22. Questions of Order and Board Meeting Leadership

Questions of order shall be decided by the Chair of the AC unless otherwise provided in advance by the AC. The Chair shall lead meetings of the AC. If the Chair is absent from any meeting of the AC, then the Vice Chair shall preside. If the Vice Chair is not able to preside over the meeting in the absence of the Chair, the Chair will designate in writing in advance one (1) other Council Member to preside. If the Chair is unable to make or has not made such a designation, the AC may choose another Council Member to serve as presiding officer for that meeting.

Section 6.23. Effectiveness of Actions

Actions taken at a meeting of the AC shall become effective immediately following the adjournment of the meeting, except as otherwise provided in this Handbook or when a definite effective date is recited in the record of the action taken.

Section 6.24. Open and Executive Meeting Sessions

Ordinarily, all meetings of the AC shall be open to the members of the sport(s) managed and governed by the POD. In the event the Chair of the AC, with the consent of a majority of the Council Members in attendance, deems it appropriate: (i) to exclude members at an open meeting for any reason, then the Chair may declare that the meeting is closed, or (ii) to convene an executive session to consider and discuss matters relating to personnel, nominations, discipline, budget, litigation or other sensitive matter, then the Chair may specifically designate and call an executive session. Further, the Chair of the AC may open a meeting of the Council to non-members, with the consent of a majority of the Council Members of the AC in attendance.

For an executive session, the meeting minutes should capture the high-level topics covered in the course of that session.

Section 6.25. Minutes of Meetings.

The minutes of all meetings of the AC shall be published on the POD's website. Every reasonable effort will be made to publish the minutes within fifteen (15) days of approval by the AC. Meeting minutes shall make note of the attendees at meetings, motions taken and shall note whenever a meeting participant recuses him or herself due to an apparent conflict of interest.

Section 6.26. Compensation.

AC Members shall not receive compensation for their services as Council Members, although the reasonable expenses of Council Members may be paid or reimbursed in accordance with

the POD's policies. Council Members are disqualified from receiving compensation for services rendered to or for the benefit of the POD in any other capacity. Athlete Council Members, however, shall be entitled to obtain compensation from the POD in connection with their capacity as athletes, including, all benefits to which all Elite/HP Athletes are eligible.

SECTION 7: Officers

Section 7.1. Designation

The officers of the POD's AC shall be a Chair of the Council, a Vice Chair and a Secretary.

Section 7.2. Election/Selection

The Chair of the AC shall be elected from among the Council Members of the AC by a majority of the Council Members. One Exceptions will be allowed if/as needed for the inaugural Advisory Council.

As an HPMO, Logan, through the efforts of its POD, has no representation or membership at the IF(s) (as recognized by the IPC) for the sport(s) in which it manages and governs. However, when such circumstances occur that require the POD to speak on behave of the sport(s) it manages and governs, at the international level, the Executive Director of the POD will be responsible for all operational aspects of relations with the international and other organizations including but not limited the USOPC and the IF(s) (as recognized by the IPC) of sport(s) managed and governed by the POD.

The Chair and Vice Chair shall be elected from among the Council Members.

The Executive Director of the POD shall designate one member of the POD staff to serve as the POD's department Secretary to handle the ministerial functions usually required by that position under Logan's polices and take minutes at AC Minutes

Section 7.3. Term

The term of office of the Chair of the AC and of the Vice Chair shall be two (2) years. The newly elected Chair and Vice Chair shall take office immediately. The Chair and Vice Chair shall hold office until the Chair or Vice Chair's successor is selected and qualified, or until the Chair or Vice Chair's earlier resignation, removal, incapacity, disability or death. The POD shall nominate and elect a successor Chair or Vice Chair, at the latest, by the end of the term of the Chair or Vice Chair, to ensure that a successor Chair or Vice Chair is able to take office immediately upon the end of the prior Chair's or Vice Chair's term. If a Chair or Vice Chair resigns, is removed from office, is incapacitated or disabled, or dies prior to the end of the term, then The POD shall nominate and elect a successor Chair or Vice Chair within sixty (60) days of the date of the Chair's or Vice Chair's resignation, removal, incapacity, disability or death, or, at the latest at the next regularly-scheduled AC meeting.

The term of office of the Secretary is unlimited. The Secretary shall hold office until his or her time as a staff member in the POD ends, when the Executive Director of the POD designates a different individual to serve as Secretary or until the Secretary's earlier resignation, removal by the Executive Director of the POD, incapacity, disability or death. In any circumstance in which the Executive Director of the POD has not designated an employee to serve as Secretary, the AC may select a Council Member or another staff member of the POD to serve as Secretary.

Section 7.4. Authority and Duties of Officers

The officers of AC shall have the authority and shall exercise the powers and perform the duties specified below and as may be additionally specified by the AC or this Handbook except that in any event each officer shall exercise such powers and perform such duties as may be required:

- *Chair of the Advisory Council.*
The Chair shall: (i) set all meeting and meeting agendas, (ii) preside at all meetings of the AC, (iii) see that all AC Commitments, resolutions and oversight are carried into effect and (iv) exercise such powers and perform such other duties as from time to time may be assigned by the AC.
- *Vice Chair of the Advisory Council.*
The Vice Chair shall: (i) serve as an ex-officio member of those committees designated by the Chair, (ii) be prepared to serve and conduct AC meetings in the absence of the Chair (iii) assist with the development and management of committees formed at the recommendation of the AC; (iv) assist in coordinating the work of all committees formed at the recommendation of the AC, and (v) in general, perform all duties incident to the office of the Vice Chair.
- *Secretary.*
The Secretary shall: (i) Keep the minutes of the proceedings of the Council and ensure that such meetings are published to the POD's website; (ii) see that all notices are duly given in accordance with the provisions of this Handbook; (iii) be custodian of the department records; (iv) perform all duties incident to the office of Secretary.

Section 7.5. Restrictions.

Officers of AC shall perform their functions with due care. No individual may serve simultaneously as an officer of the AC and as an officer of an organization holding membership in the POD or as an officer of another amateur sports organization that is recognized by the USOPC as a PSO or NGB.

Section 7.6. Term Limits

There are no term limits for service as the Chair of the AC or as Vice Chair of the AC, except that the Chair and Vice Chair have to be Council Members and so if their position as a Council Member terminates, then their position as an officer will also terminate.

Section 7.7. Resignation, Removal and Vacancies

An officer's position with AC may be declared vacant upon the officer's resignation, removal, incapacity, disability or death. The Chair and Vice Chair of the AC may resign at any time by giving written notice to the AC. The Secretary may resign at any time by giving written notice to the Executive Director of the POD. Such resignation shall take effect at the time specified in the notice, and, unless otherwise specified in the notice, the acceptance of such resignation shall not be necessary to make it effective.

The Chair or Vice Chair of the AC may be removed for cause upon the affirmative vote of at least two-thirds (2/3) of the total voting power of the AC (excluding the voting power of the Council Member in question). The Chair or Vice Chair may also be removed not for cause upon the affirmative vote of at least three-fourths (3/4) of the total voting power of the AC (excluding the voting power of the Council Member in question). The Secretary may be removed by the Executive Director of the POD, with or without cause. The removal of an officer from his or her position as officer does not necessarily require removal from his or her position on the AC.

Any vacancy occurring in the Chair or the Vice Chair shall be filled by the AC, by majority vote. A Chair or Vice Chair elected to fill a vacancy shall be elected for the unexpired term of such Chair or Vice Chair's predecessor in office. A vacancy in the office of Secretary shall be filled by the Executive Director of the POD. Any individual selected to fill a vacancy in the office of Secretary shall be approved by the AC.

Section 7.8. Compensation

The Chair of the AC and the Vice Chair shall not receive compensation for his or her service as Chair or Vice Chair, although the reasonable expenses of the Chair or Vice Chair may be paid or reimbursed in accordance with the POD's policies. The Chair and Vice Chair are disqualified from receiving compensation for services rendered to or for the benefit of the POD in any other capacity. To the extent the Secretary is a designated member of the POD's staff, the Secretary shall be entitled to regular compensation in connection with his or her staff position within the POD's and may be provided additional compensation for service as Secretary.

SECTION 8: Committees

Section 8.1. Designation

The POD's AC will abide by the policies and procedures of Logan and its Board of Trustees. No committee created within the POD will have authority over or excess the authority of Logan, its Board of Trustees or the university's designated committees on governance, finance, and policies for the university as a whole. No committee designated or created by the AC will have authority over the AC and are created to assist the AC and the POD in serving the members of the sport(s) managed and governed by the department.

The POD shall have at least the following committees specific to the sport(s) managed and governed by the department:

- Fundraising Committee,
- Ethics Committee,
- Judicial Committee, and
- Nominating and Governance Committee.

The AC or Executive Director of POD shall appoint such advisory task forces or committees as the Council or Executive Director of POD believes appropriate and shall define the mission and deliverables of such task forces or committees. The decision to appoint or not appoint and to terminate such a task force or committee shall be exclusively the Council's or the Executive Director of POD's.

Section 8.2. Appointments

Committee appointments, including the designation of standing committee Chairs, shall be made every two (2) years by the Council. Appointments shall be made based on a combination of factors including each individual member's expertise and the needs of the POD and this Handbook. Committee meetings and agendas shall be developed by the Committee Chair in consultation with the appropriate members of management and with the input of other Council. The Committee Chair should set one (1) in-person meeting each calendar year where it is expected that all Committee members attend in-person or via video conference. Participation by telephone shall be permitted in exigent circumstances. Other regularly scheduled committee meetings may occur via telephone.

The Council may require reports from all committees at any Council meeting.

Section 8.3. Number

Membership on standing committees shall not exceed five (5) individuals. The POD committees shall be of the minimum number and size possible to permit both conduct of the sport(s) managed and governed by the POD and appropriate Council governance. Membership on other committees and task forces shall not exceed five (5) individuals.

Athlete representatives shall equal at least thirty (33) percent on all Committees.

Section 8.4. Athlete Representation Qualifications

Athlete representatives on Designated Committees (Nominating, Grievance, or those committees that prepare, approve or implement (a) expenditure of funds allocated to the POD by USOPC, or (b) selection of international teams) must meet the Elite/HP Athlete eligibility requirements listed in Section 6.6.

To be eligible to serve on Committees other than Designated Committees, athlete representatives must meet the Elite/HP Athlete standard or have within the twenty-four (24)

months preceding election, demonstrated that they are actively engaged in amateur athletic competition, as determined by the POD.

Athletes on all Committees, including Designated Committees, shall be selected by the AC with approval of athletes, or a representative group of athletes, who are eligible to run.

Section 8.5. Term

The term for all standing and other committee members shall be two (2) years. A committee member shall remain on the committee until the committee member's successor is appointed, or until the committee member's earlier resignation, removal, incapacity, disability or death.

The term for all task force members shall be until their assignment is concluded, but in any event shall not exceed a period of two (2) years.

Section 8.6. Term Limits

A member of a POD Committee or Task Force shall be permitted to serve up to four (4) two (2) year terms, after which he or she is ineligible for service on such Committee or Task Force for a period of two (2) years. After the two (2) year gap, the individual shall be eligible for reappointment to the Committee or Task Force.

Section 8.7. Committee Member Attendance

Committee and task force members are expected to attend in person or via video conference all regularly scheduled committee and task force meetings of which they are a member. Each committee or task force member must attend a minimum of at least one half (1/2) of the committee or task force meetings of which they are a member during any twelve (12) month period.

Section 8.8. Resignation, Removal and Vacancies

A committee or task force member's position on a committee or task force may be declared vacant upon the committee member's resignation, removal, incapacity, disability or death. A committee member may resign at any time by giving written notice to the Council, if appointed by the Council or to the Executive Director of the POD, if appointed by the Executive Director of the POD. Such resignation shall take effect at the time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Committee or task force members may be removed by the Council if they fail to attend in person or via video conference more than one half (1/2) of the regular committee or task force meetings during any twelve (12) month period, unless they are able to demonstrate to the AC, or to the Executive Director of the POD, if appointed by the Executive Director of the POD, that the presence of exigent circumstances caused and excused the absences. In such circumstances, the absent committee or task force member shall be removed upon the affirmative vote of a majority of the voting power of the Council (not including the voting power of the absent committee member in question, if also a Council member), or upon the

determination of the Executive Director of the POD, if appointed by the Executive Director of the POD. Committee members may also be removed for cause upon the affirmative vote of at least two-thirds (2/3) of the total voting power of the Council (excluding the voting power of the committee member in question, if also a Council Member), or upon the determination of the Executive Director of the POD, if appointed by the Executive Director of the POD. Committee members may also be removed not for cause upon the affirmative vote of at least three-fourths (3/4) of the total voting power of the Council (excluding the voting power of the Council Member in question, if also a Council Member), or upon the determination of the Executive Director of the POD, if appointed by the Executive Director of the POD.

Any vacancy occurring in a committee or task force shall be filled as set forth for the appointment of that committee or task force member. A committee or task force member appointed to fill a vacancy shall be appointed for the unexpired term of such committee or task force member's predecessor in office.

Section 8.9. Procedures

Each committee and task force shall establish procedures for conducting its business and affairs. Such procedures shall be published and made available on the PODs website within two (2) weeks of the procedures being finalized.

Section 8.10. Open and Executive Meeting Sessions

Ordinarily, all committee and task force meetings shall be open to members of the sport(s) managed and governed by the POD. In the event the committee or task force chair, with the consent of a majority of the committee or task force members in attendance, deems it appropriate to exclude members at an open meeting for any reason, then the chair may (i) declare that the meeting is closed, or (ii) to convene an executive session to consider and discuss matters relating specifically to the sport(s) managed and governed by the POD in the areas of personnel, nominations, discipline, budget, litigation or other sensitive matters, then the chair may specifically designate and call an executive session. Further, the chair may open a meeting of the committee or task force to non-members, with the consent of a majority of the members of the committee or task force in attendance.

Section 8.11. Minutes of Meetings

Each committee and task force shall take minutes of its meetings and will be made public on the POD's website within one (1) week.

Section 8.12. Compensation

Committee and task force members shall not receive compensation for their services as committee or task force members, although the reasonable expenses of committee and task force members may be paid or reimbursed in accordance with the POD's policies. Committee and task force members who are not Council Members may receive compensation for services rendered to or for the benefit of the POD and/or the sport(s) it manages and governs in any

other capacity, provided the Council gives explicit approval. Each committee and task force member shall be bound by the POD's Conflict of Interest Policy.

Section 8.14. Ethics Committee

The Ethics Committee will operate within the policies and procedures of Logan's Human Resources and Compliance Departments specific to the sport(s) managed and governed by the POD. It will be appointed and have the responsibilities as follows:

The AC shall appoint the members of the Ethics Committee and its chair, except that athlete representatives shall be selected and approved according to Section 8.4. Members of the Ethics Committee shall satisfy the standards of independence for "Independent Council Members" as set forth in this Handbook. No AC member shall be appointed to the Ethics Committee.

The Ethics Committee shall –

- oversee implementation of, and compliance with, the PODs Code of Conduct and Conflict of Interest Policy;
- report to the AC on all ethical issues;
- develop, and review on an annual basis, a Conflict of Interest Policy for the AC, officers, staff members, committee and task force members, volunteers, and member organizations for adoption by the AC;
- review and investigate matters of ethical impropriety and make recommendations on such matters to the AC;
- review and provide guidance on ethical questions presented to it by the AC officers, committee and task force members, volunteers, staff and members of the sport(s) managed and governed by the POD;
- review annual and periodic Conflict of Interest disclosure forms and determine if a conflict of interest exists as to any particular transaction, relationship, or matter involving the POD and/or the sport(s) it manages and governs;
- evaluate requests for approval under the POD's Gift and Entertainment Policy; and
- perform such other duties as assigned by the Council.

The Ethics Committee will determine whether a complaint submitted to it falls within its jurisdiction.

Section 8.15. Judicial Committee

The Judicial Committee will operate within the policies and procedures of Logan's Human Resources and Compliance Departments specific to the sport(s) managed and governed by the POD. It will be appointed and have the responsibilities as follows:

The AC shall appoint the members of the Judicial Committee and its chair, except that athlete representatives shall be selected and approved according to Section 8.4. Members of the Judicial Committee shall satisfy the standards of independence for

“Independent Council Members” as set forth in this Handbook. No AC Member shall be appointed to the Judicial Committee.

The Judicial Committee shall –

- generally, administer and oversee all administrative grievances, right to compete matters, and disciplinary matters filed with the POD;
- generally, administer and oversee all grievances related to any alleged violation of the USCSS rules, policies, and procedures over which the USCSS has not exercised jurisdiction, pursuant to the procedures set forth in POD’s Complaint Procedures;
- generally, administer and oversee all grievances related to any alleged violation of the POD’s Athlete Safety Policy over which the USCSS has not exercised jurisdiction;
- identify individuals who would be fair and impartial and who would have the qualifications and ability to serve on Hearing Panels;
- appoint a panel of independent individuals to hear and render a decision, on grievances and disciplinary matters;
- if disinterested, sit on hearing panels; and
- perform such other duties as assigned by the AC.

Section 8.16. Nominating and Governance Committee

The Nominating and Governance Committee will operate within the policies and procedures of Logan’s Human Resources and Compliance Departments specific to the sport(s) managed and governed by the POD. It will be appointed and have the responsibilities as follows:

The Nominating and Governance Committees shall be selected as follows:

- one (1) individual selected by the previous Nominating and Governance Committee from that Committee, who shall be the Chair;
- one (1) individual who is independent as that term is defined in this Handbook and who is selected by the previous Nominating and Governance Committee;
- one (1) athlete selected and approved according to Section 8.4 of this handbook; and
- two (2) individuals who shall be selected from the other appropriate membership groups specific to the sport(s) managed and governed by the POD or as defined by the POD.

The members of the Nominating and Governance Committee shall serve for terms of four (4) years. An individual shall not serve on the Nominating and Governance Committee for more than two (2) consecutive terms.

No individual shall be eligible to be a member of the Nominating and Governance Committee if that individual is a current member of the AC. No individual who serves on the Nominating and Governance Committee may serve or be eligible to serve on the AC. Members of the Nominating and Governance Committee shall be precluded from serving as an AC Member or in any other capacity specific to the sport(s) managed and governed by the POD, whether

governance or on staff, for a period of one (1) year after their service on the Nominating and Governance Committee ends.

The Nominating and Governance Committee shall:

- identify and evaluate prospective candidates for the AC;
- select individuals to serve on the Advisory Council as provided in this Handbook;
- recommend as requested by the Advisory Council individuals to serve on various committees and task forces;
- consult with the Ethics Committee with respect to vetting all nominations for potential conflict of interest or other problematic background issues;
- develop and recommend to the Advisory Council for its consideration an annual self-evaluation process of the Advisory Council and its committees and task forces; and
- perform such other duties as assigned by the Advisory Council.
- Review the application of Advisory Council members for election by membership or a constituency to ensure eligibility of candidates in relation to this Handbook, the Act or USOPC regulation.

In considering a candidate for nomination to the Advisory Council, the Nominating and Governance Committee takes into consideration:

- the candidate's contribution to the effective functioning of operations POD specific to the sport(s) it manages;
- any potential or impending change in the candidate's principal area of responsibility with his or her company or in his or her employment;
- whether the candidate continues to bring relevant experience to the Advisory Council;
- whether the candidate has the ability to attend meetings and fully participate in the activities of the Advisory Council;
- the candidate's reputation for personal integrity and commitment to ethical conduct;
- whether the candidate has passed a mandatory background check and SafeSport training as/if required; and

- whether the candidate has developed any relationships with another organization, or other circumstances have arisen, that might make it inappropriate for the Advisory Council member to continue serving on the Advisory Council.

SECTION 9: POD'S ATHLETES' ADVISORY COUNCIL

Section 9.1. Purpose

The POD's Athletes' Advisory Council shall be a forum to provide a comprehensive means of communication between athletes and the POD. The POD's Athletes' Advisory Council will lead, serve, and engage athletes to communicate the interests and protect the rights of athletes, and be a conduit to the POD on matters specific to the department's operations of the sport(s) it manages. The POD's Athletes' Advisory Council shall:

- Serve as a vehicle for athlete engagement;
- Endeavor to protect the rights of athletes;
- Provide athlete feedback;
- Build and establish relationships among the athletes of the POD;
- Assist in identifying potential future athlete Advisory Council representative candidates and introduce athletes to POD's governance structure specific to the sport(s) it manages;
- Serve as SafeSport and USADA ambassadors and advocates; and
- Develop pathways for athletes within the structure of the POD specific to operations of the sport(s) in manages.

Section 9.2. Designation

The POD shall have an Athletes' Advisory Council consisting of a maximum of five (5) individuals. One of those members will be the current USOPC AAC Representative for the sport(s) managed by the POD. In the event the POD manages more than one sport, the AAC Representative appointed to the Council will be voted, by majority, on by the eligible athlete membership.

Section 9.3. Qualifications.

To be eligible to serve on the POD's Athletes' Advisory Council, athlete representatives must be an Elite Athlete as defined in 6.6 of this Handbook, a US citizen and a member in good standing of the sport(s) managed and governed by the POD.

The athlete shall not be eligible if he/she has had any World Anti-Doping Agency (WADA), United States Anti-Doping Agency (USADA), United States Center for SafeSport (USCSS), or POD Code of Conduct violations resulting in a temporary or permanent suspension from participation in any sport managed and governed by the POD.

Section 9.4. Election.

Athlete representatives on the POD's Athletes' Advisory Council shall be directly elected by athletes who are eligible to run.

The election shall take place after the scheduled conclusion of the Summer Paralympic Games, but prior to January 1 of the year following the scheduled conclusion Summer Paralympic Games.

Section 9.5. Term

The term for members of the Athletes' Advisory Council shall be for four (4) years.

Section 9.6. Term Limits

No Athletes' Advisory Council member shall serve for more than two (2) consecutive terms.

Section 9.7. Chair

The current USOPC AAC Representative for the sport(s) managed by the POD will be appointed chair. In the event the POD manages more than one sport, the chair will be elected, by the majority, of the members of the POD AAC. The term of office of the chair shall be four (4) years. The newly elected chair shall take office immediately. The chair shall hold office until the chair's successor is elected and qualified, or until the chair's earlier resignation, removal, incapacity, disability, or death.

Section 9.8. Procedures

The Athletes' Advisory Council shall establish procedures for conducting its business and affairs. Such procedures shall be published and available on the POD's website.

Section 9.9. Open and Executive Meeting Sessions

Ordinarily, all Athletes' Advisory Council meetings shall be open to athlete members, and, where appropriate, to members of the sport(s) managed and governed by the POD. In the event the Athletes' Advisory Council chair, with the consent of a majority of the Athletes' Advisory Council members in attendance, deems it appropriate: (i) to exclude athlete members or members of the sport(s) the POD manages and governs at an open meeting for any reason, then the chair may declare that the meeting is closed, or (ii) to convene an executive session to consider and discuss matters relating specifically to the sport(s) managed by the POD in the areas of personnel, nominations, discipline, budget, litigation or other sensitive matters, then the chair may specifically designate and call an executive session. Further, the chair may open a meeting of the Athletes' Advisory Council to non-members, with the consent of a majority of the members of the Council in attendance.

Section 9.10. Compensation

Athletes' Advisory Council members shall not receive compensation for their services as Athletes' Advisory Council members. The POD shall pay for the reasonable expenses of all

members of the Athletes' Advisory Council to attend Athletes' Advisory Council meetings. In addition, the POD shall pay for the reasonable expenses of the athlete Advisory Council Member to attend the POD's Advisory Council meetings. While members of the POD's Athletes' Advisory Council shall not receive compensation for their services as Athletes' Advisory Council members, they shall be entitled to obtain compensation from the POD in connection with their capacity as athletes, including, but not limited to, compensation in the form of Direct Athlete Support or in connection with Operation Gold. Each member of the Athletes' Advisory Council shall be bound by the POD's Conflicts of Interest Policy.

SECTION 10: USOPC ATHLETES' ADVISORY COUNCIL

Section 11.1. Designation.

The POD shall have a representative and an alternate representative to the USOPC Athletes' Advisory Council (AAC).

Section 10.2. Qualifications.

To be eligible to serve on the USOPC Athletes' Advisory Council, athlete representatives must meet the qualifications set forth in the USOPC Athletes' Advisory Council Bylaws. Eligible athletes shall not have any World Anti-Doping Agency (WADA), United States Anti-Doping Agency (USADA), United States Center for SafeSport (USCSS), or POD Code of Conduct violations resulting in a temporary or permanent suspension from participation in any sport managed and governed by the POD.

Section 10.3. Election.

Athlete representatives on the USOPC Athletes' Advisory Council shall be directly elected by athletes who are eligible to run.

The POD shall adopt and submit to the AAC, consistent with policies established by the AAC, a procedure whereby eligible athletes shall elect a representative and an alternate representative to the USOPC Athletes' Advisory Council.

The election shall take place after conclusion of the Summer Paralympic Games, but prior to January 1 of the year following the Summer Paralympic Games.

The individual with the highest vote total will be elected as the representative to the USOPC Athletes' Advisory Council. The individual with the second highest vote total is elected as the alternate representative to the USOPC Athletes' Advisory Council.

Section 10.4. Term.

The term for all representatives to the USOPC Athletes' Advisory Council shall be four (4) years, to start on January 1 of the year following the year in which the Summer Paralympic Games is scheduled to be held, and end on December 31 of the year in which the next edition of Summer Paralympic Games is scheduled to be held.

Any vacancies shall be filled immediately, or as soon as practicable.

Section 10.5. Term Limits.

No representative to the USOPC Athletes' Advisory Council shall serve for more than two (2) consecutive terms. There is no term limit restriction for the position of alternate representative.

SECTION 11: USOPC NATIONAL GOVERNING BODIES' COUNCIL

Section 11.1. Designation.

The POD shall have a representative and an alternate representative to the USOPC National Governing Bodies' Council.

Section 11.2. Election/Selection.

The Executive Director of the POD shall be POD's representative to the USOPC National Governing Bodies' Council. The Chair of the Advisory Council shall be the POD's alternate representative to the USOPC National Governing Bodies' Council.

SECTION 12: EXECUTIVE DIRECTOR OF PARALYMPIC OPERATIONS (POD)

Section 12.1. Designation.

The POD shall have an Executive Director, who shall be the leader of management and vested with the authority to make decisions on behalf of management. The Executive Director shall not be an Advisory Council member but shall be permitted and expected to attend Council meetings.

The President of Logan University shall hire and oversee the Executive Director, who shall be responsible as outlined below in Section 13.4, in addition to overseeing the hiring and firing of all staff and the staff's ethical and competent implementation of the departments and Logan's policies, guidance and strategic direction, determine the size and compensation of the department, hire and terminate the professional staff within the department, in accordance with Logan's Human Resource compensation policies and guidelines.

Section 12.2. Tenure.

The Executive Director shall be employed by Logan for whatever term the university deems appropriate. The Executive Director may be removed by the university at any time, with or without cause, but removal shall not affect the contract rights, if any, of the Executive Director. If the Executive Director has a contract of employment with Logan the contract shall provide that the Executive Director employment may be terminated by the university with or without cause.

Section 12.3. Secretary General

As Logan is designated as an HPMO by the USOPC, it does not have the rights to provided representation for the sport(s) managed by it POD at the international level. This right is reserved by the USOPC.

In the event Logan is given this right by the USOPC the following would go into effect:

The Executive Director shall serve as Secretary General of the sport(s) managed by the POD and in that capacity shall represent sport(s) managed by the POD in relations with the international sports federation for Paralympic Powerlifting recognized by the International Olympic Committee and at international Paralympic Powerlifting and events.

Section 12.4. Responsibilities

The Executive Director shall:

- a. develop a strategy for achieving PODs mission, goals and objectives and present the strategy to the President of Logan for approval. Strategy will be reviewed by the POD's Advisory Council;
- b. determine the size and compensation of, hire and terminate the professional staff in accordance with Logan's compensation policies and guidelines to effectively carry out the department's mission, goals and objectives;
- c. prepare and submit quadrennial and annual budgets to the President of Logan for approval. Budgets will be reviewed by the POD's Advisory Council;
- d. either directly or by delegation manage all department staff functions;
- e. be responsible for resource generation and allocation of resources;
- f. coordinate the POD's international activities;
- g. act as the POD's spokesperson; and
- h. perform all functions as usually pertain to the office of Executive Director.

SECTION 13: COMPLAINT PROCEDURES

Section 13.1. Complaint Procedures.

The POD shall adopt Complaint Procedures, in line with Logan's policies and procedures, setting forth the types of complaints that the POD may be asked to resolve, the processes and procedures for hearing and resolving such complaints, and the remedies and sanctions available.

The POD's Complaint Procedures are available [at www.logan.edu/usapp](http://www.logan.edu/usapp)

SECTION 14: SANCTIONING EVENTS

Section 14.1. Prompt Review of Request.

The POD shall promptly review every request submitted by an amateur sports organization or person for a sanction and make a determination on such request: (i) to hold an international or national amateur athletic competition in the United States, or (ii) to sponsor United States Para Powerlifting athletes to compete in an international athletic competition held outside the United States.

Section 14.2. Standard for Review.

If the POD as a result of its review: (i) does not determine by clear and convincing evidence that holding or sponsoring an international or national amateur athletic competition would be detrimental to the best interest of United States Para Powerlifting, and (ii) confirms that the amateur sports organization or person meets the requirements for obtaining a sanction as set forth in this Handbook, then the POD shall grant the sanction requested by the amateur sports organization or person.

Section 14.3. Requirements for Holding an International or National Amateur Athletic Competition in the United States.

An amateur sports organization or person requesting a sanction to hold an international or national amateur athletic competition in the United States shall comply with the following requirements:

- a. submits, in the form required by the POD, an application to hold such competition;
- b. pays to the POD the required sanctioning fee, provided that such fee shall be reasonable and nondiscriminatory;
- c. submits to the POD an audited or notarized financial report of similar events, if any, conducted by the organization or person; and
- d. demonstrates that –
 1. appropriate measures have been taken to protect the amateur status of athletes who will take part in the competition and to protect their eligibility to compete in amateur competition;
 2. appropriate provision has been made for validation of records which may be established during the competition;
 3. due regard has been given to any international amateur athletic requirements specifically applicable to the competition;
 4. the competition will be conducted by qualified officials;
 5. proper medical supervision will be provided for athletes who will participate in the competition;

6. proper safety precautions have been taken to protect the personal welfare of the athletes and spectators at the competition; and
7. appropriate measures have been taken to prevent abuse of athletes, including emotional, physical, child and sexualized abuse.

Section 14.4. Requirements for Sponsoring United States Paralympic Powerlifting Athletes to Compete in An International Athletic Competition Held Outside the United States.

An amateur sports organization or person requesting a sanction to sponsor United States Paralympic Powerlifting athletes to compete in an international athletic competition held outside the United States shall comply with the following requirements:

- a. submits, in the form required by the POD, an application to hold such competition;
- b. pays to the POD the required sanctioning fee, provided that such fee shall be reasonable and nondiscriminatory;
- c. submits a report of the most recent trip to a foreign country, if any, that the amateur sports organization or person sponsored for the purpose of having United States amateur athletes compete in international amateur athletic competition; and
- d. submits a letter from the appropriate entity that will hold the international amateur athletic competition certifying that –
 1. appropriate measures have been taken to protect the amateur status of athletes who will take part in the competition and to protect their eligibility to compete in amateur competition;
 2. appropriate provision has been made for validation of records which may be established during the competition;
 3. due regard has been given to any international amateur athletic requirements specifically applicable to the competition;
 4. the competition will be conducted by qualified officials;
 5. proper medical supervision will be provided for athletes who will participate in the competition;
 6. proper safety precautions have been taken to protect the personal welfare of the athletes and spectators at the competition; and
 7. appropriate measures have been taken to prevent abuse of athletes, including emotional, physical, child and sexualized abuse.

SECTION 15: RECORDS OF THE COOPERATION

Section 15.1. Minutes.

Logan shall keep as permanent records minutes of all meetings of the Board of Trustees, a record of all actions taken by the Board without a meeting, and a record of all waivers of notices of meetings of the Board.

The POD shall keep as permanent records minutes of all meetings of the Advisory Council, a record of all actions taken by the Advisory Council without a meeting, and a record of all waivers of notices of meetings of the Council.

Section 15.2. Accounting Records. Logan shall maintain appropriate accounting records.

Section 15.3. Membership List.

The POD shall maintain a record of the members in a form that permits preparation of a list of the names and addresses of the members in alphabetical order, by class.

Section 15.4. Records In Written Form. The POD shall maintain its records in written form or in another form capable of conversion into written form within a reasonable time.

Section 15.5. Website.

The POD shall maintain a website for the dissemination of information to its members. The POD shall publish on its website (i) its Handbook, (ii) its rules, and regulations (iii) its three (3) most recent audited financial statements; and (v) its three (3) most recent 990 Forms filed with the Internal Revenue Service. So as to facilitate the ability of interested parties to communicate their concerns or questions, The POD shall publish on its website a mailing address and an e-mail address for communications directly with the POD.

Section 15.6. Records Maintained at Principal Office.

Logan shall keep a copy of each of the following records at its principal office:

- a. the articles of incorporation;
- b. its Bylaws;
- c. rules or regulations adopted by the POD pertaining to the administration of the sport(s) managed by the department, USA Para Powerlifting;
- d. rules or regulations that govern the conduct of the POD, the POD's Advisory Council, Committees and task forces, and the members of the sport(s) managed by the POD;
- e. rules and regulations that govern the technical conduct of the sport(s) managed by the POD, Paralympic Powerlifting, events in the United States as the POD's Advisory Council and Executive Director determine is appropriate in their sole discretion;

- f. the minutes of all meetings of the POD's Advisory Council, and records of all action taken by the Advisory Council without a meeting, for the past three (3) years;
- g. all written communications within the past three (3) years to the members of the sport(s) managed by the POD generally as the members;
- h. a list of the names and business or home addresses of the current Advisory Council Members and Officers of the POD;
- i. a copy of the most recent corporate report delivered to the Missouri secretary of state;
- j. all financial statements prepared for periods ending during the last three (3) years;
- k. Logan's application for recognition of exemption and the tax-exemption determination letter issued by the Internal Revenue Service; and
- l. all other documents or records required to be maintained by the university at its principal office under applicable law or regulation.

Section 15.7. Inspection of Records by Members of Sport(s) managed by the POD.

The following rights and restrictions shall apply to the inspection of records by members:

Records Maintained at Principal Office. A member shall be entitled to inspect and copy, during regular business hours at the POD's principal office, any of the records of the POD described in Section 16.6, provided that the member gives the POD written demand at least five (5) business days before the date on which the member wishes to inspect and copy such records.

Financial Statements. Upon the written request of any member, the POD shall mail to such member either a hard copy or electronic copy of its most recent annual financial statements showing in reasonable detail its assets and liabilities and results of its operations as they specifically pertain to the business and/or operations of the sport(s) the POD manages.

Membership List.

Preparation of Membership Voting List. After determining the members entitled to vote in an election the POD shall prepare, by class, an alphabetical list of the names of all members who are entitled to vote. The list shall show for each member entitled to vote, that member's name and address, and the number of votes the member is entitled to cast.

Right of Inspection. A member shall be entitled to inspect and copy, during regular business hours at the POD's principal office, a list of members who are entitled to vote in an election, provided that

- b. the member has been a member for at least sixty (60) days immediately preceding the demand to inspect or copy;

- c. the demand is made in good faith and for a proper purpose reasonably related to the member's interest as a member;
- d. the member gives the POD written demand at least five (5) business days before the date on which the member wishes to inspect and copy such voting list;
- e. the member describes with reasonable particularity the purpose for the inspection; and
- f. the inspection of the list of members is directly connected with the described purpose.

Any member seeking to inspect and copy a membership list shall, prior to such inspection and copying, execute a signed agreement in the form as approved by the POD limiting the use of such list in accordance with Section 16.7.c.3.

Limitation on Use of Membership Voting List. Without consent of the POD and its Advisory Council, a membership voting list may not be obtained or used by any person for any purpose unrelated to a member's interest as a member. Without limiting the generality of the previous sentence, without the consent of the POD and its Advisory Council a membership voting list may not be: (i) used to solicit money or property; (ii) used for any commercial purpose; or (iii) sold to or purchased by any person.

Scope of Members' Inspection Rights.

Agent or Attorney. The member's duly authorized agent or attorney has the same inspection and copying rights as the member.

Right to Copy. The right to copy records under this Handbook includes, if reasonable, the right to receive copies made by photographic, xerographic, electronic or other means.

Reasonable Charge for Copies. The POD may impose a reasonable charge, covering the costs of labor and material, for copies of any documents provided to a member. The charge may not exceed the estimated cost of production and reproduction of the records.

Litigation. Nothing in this Handbook shall limit the right of a member to inspect records to the same extent as any other litigant if the member is in litigation with the POD, or the power of a court to compel the production of corporate records for examination.

SECTION 16: POLICIES

Section 16.1. Gifts & Entertainment Policy.

The POD shall adopt a Gifts & Entertainment Policy applicable to all POD staff, Advisory Council members, officers, committee members, task force members, hearing panel members, and volunteers.

Section 16.2. Conflicts of Interest Policy.

The POD shall adopt a Conflicts of Interest Policy applicable to all POD staff, Advisory Council Members, committee members, task force members, and volunteers. Additionally, these individuals shall disclose any possible conflict for review by the Ethics Committee.

Section 16.3. Code of Conduct.

The POD shall adopt a general Code of Conduct applicable to all POD staff, members of sport(s) managed by the POD, Advisory Council, committee members, task force members, and volunteers.

Section 16.4. Athlete Safety Policy.

The POD shall adopt an Athlete Safety Policy applicable to all POD staff, members of sport(s) managed by the POD, Advisory Council, committee members, task force members, and volunteers, which policy must satisfy the minimum standards mandated by the USOPC and the US Center for SafeSport.

Section 16.5. Complaint Procedures

The POD shall adopt Complaint Procedures as set forth in Section 15 above.

Section 16.6. Other Policies.

The POD shall adopt other relevant policies to effectively run and govern the sport(s) managed by the POD.

SECTION 17: FIDUCIARY MATTERS

Section 17.1. Indemnification.

The POD shall defend, indemnify and hold harmless each Advisory Council Member and each officer from and against all claims, charges and expenses which he or she incurs as a result of any action or lawsuit brought against such Council Member or officer arising out of the latter's performance of his or her duties with the POD unless such claims, charges and expenses were caused by fraud, gross negligence, or willful misconduct on the part of said officer or Council Member.

Section 17.2. Discharge of Duties.

Each Advisory Council Member and officer shall discharge his or her duties: (i) in good faith; (ii) with the care an ordinarily prudent individual in a like position would exercise under similar circumstances; and (iii) in a manner the Council Member or officer reasonably believes to be in the best interests of the POD and the sport(s) the POD manages on behalf of Logan.

Section 17.3. Conflicts of Interest.

If any Advisory Council Member, officer, committee or task force member has a financial interest in any contract or transaction involving the POD's specific operation and business of

the sport(s) managed by the POD, or has an interest adverse to the POD's business affairs specific to the sport(s) managed by the POD, and that individual is in a position to influence a determination with regard to the contract, transaction or business affair specific to the sport(s) managed by the POD, such individual shall: (i) disclose the conflict of interest; (ii) not participate in the evaluation of the contract, transaction or business affair; and (iii) not vote on the contract, transaction or business affair, unless the procedures set forth in the POD's Conflict of Interest Policy are followed.

Section 17.4. Prohibited Loans.

No loans shall be made by the POD to the Chair of the Advisory Council, to any Advisory Council Members or officer, to any officer, or to any committee or task force member or to any POD staff member.

SECTION 18: FINANCIAL MATTERS

Section 19.1. Fiscal Year.

The fiscal year of the POD shall commence September 1 and end on August 31 each year.

Section 18.2. Budget.

The POD shall have an annual budget.

Section 18.3. Audit

Each year the Logan shall have an annual audit of its books and accounts prepared by an independent certified public accountant per Logan's financial policies and procedures. The auditors' report will be managed by the Logan's CFO and presented to Logan's Board of Trustees.

Section 18.4. Individual Liability.

No individual Advisory Council Member or officer shall be personally liable in respect of any debt or other obligation incurred in the name of the POD pursuant to the authority granted directly or indirectly by the POD of the Advisory Council.

Section 18.5. Irrevocable Dedication and Dissolution

The property of Logan is irrevocably dedicated to charitable purposes, and no part of the net income or assets of Logan shall inure to the benefit of private persons. Upon the dissolution or winding up of Logan, its assets remaining after payment, or provision for payment, of all debts and liabilities of Logan, shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code, as amended.

SECTION 19: MISCELLANEOUS PROVISIONS

Section 19.1. Severability and Headings.

The invalidity of any provision of this Handbook shall not affect the other provisions of this Handbook, and in such event this Handbook shall be construed in all respects as if such invalid provision were omitted. The headings in this Handbook are for the purpose of reference only and shall not limit or define the meaning of any provision hereof.

Section 19.2. Saving Clause.

Failure of literal or complete compliance with any provision of this Bylaws in respect of dates and times of notice, or the sending or receipt of the same, or errors in phraseology of notice of proposals, which in the judgment of the Advisory Council do not cause substantial injury to the rights of the Council Members, shall not invalidate the actions or proceedings of the Council Members at any meeting.

SECTION 20: AMENDMENTS OF HANDBOOK

Section 20.1. Amendments

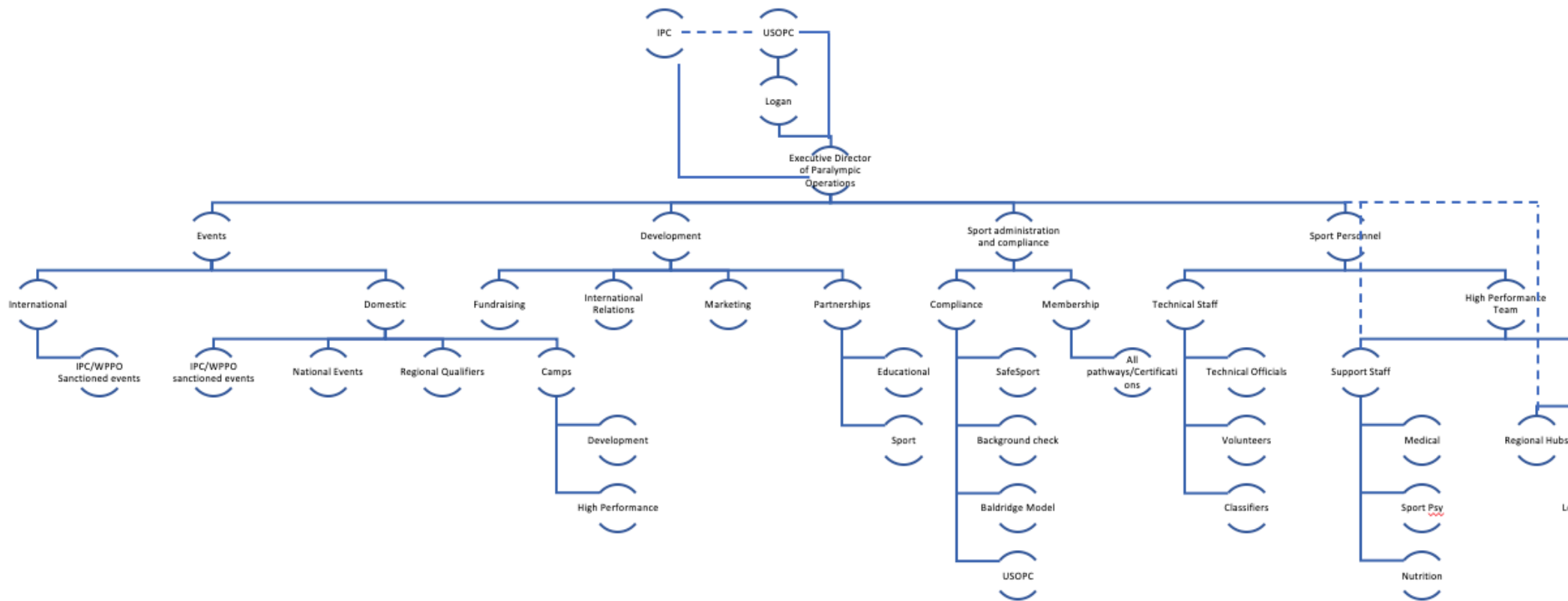
This Handbook may be amended, repealed, or altered, in whole or in part, and new Handbook may be adopted, by a majority of Advisory Council at any meeting duly called and at which a quorum is present. Final approval of any changes to this Handbook will come from the Executive Director of the POD and the President of Logan.

SECTION 21: EFFECTIVE DATE AND TRANSITION

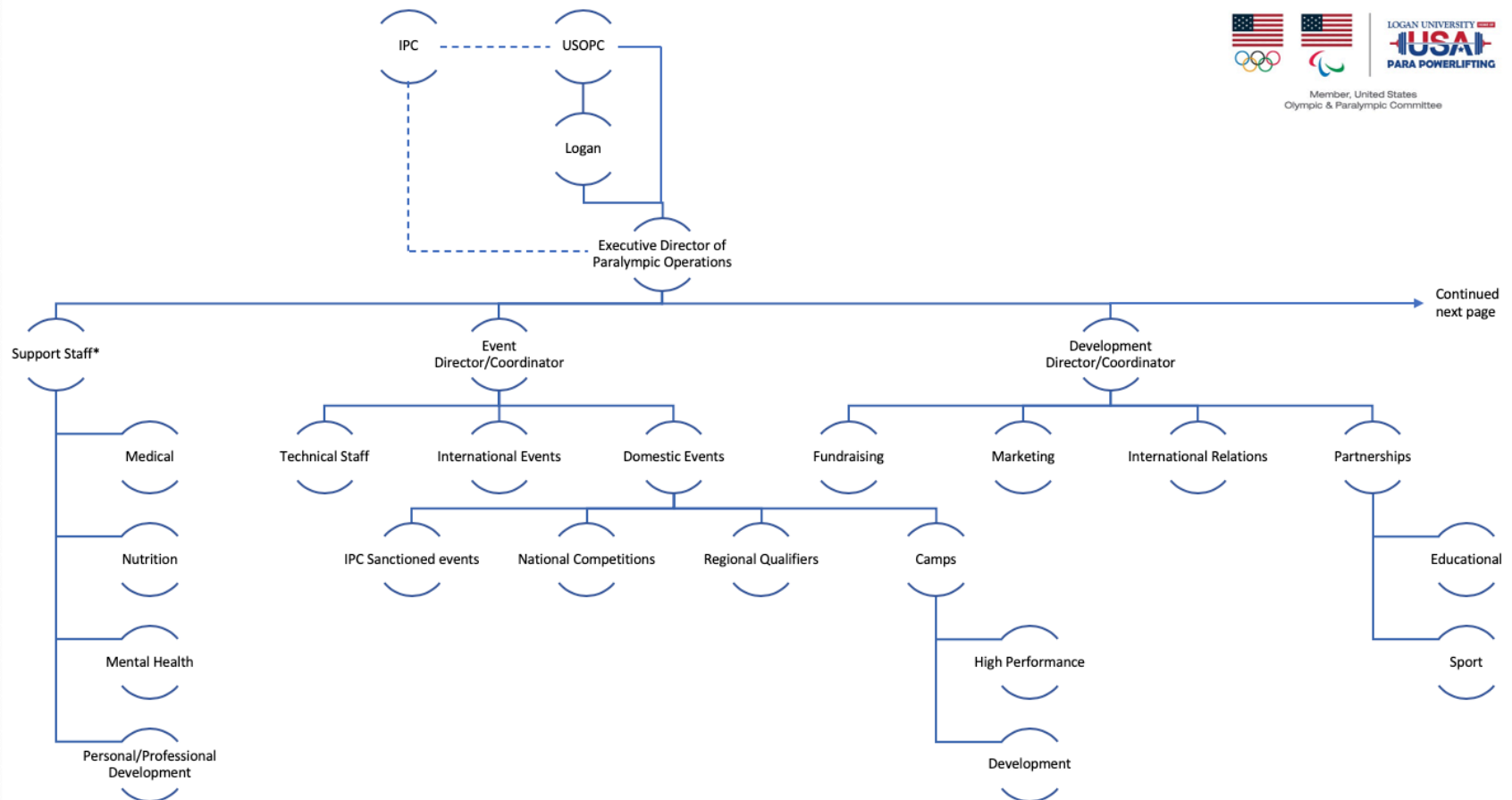
Section 21.1. Effective Date and Election/Selection of New Advisory Council.

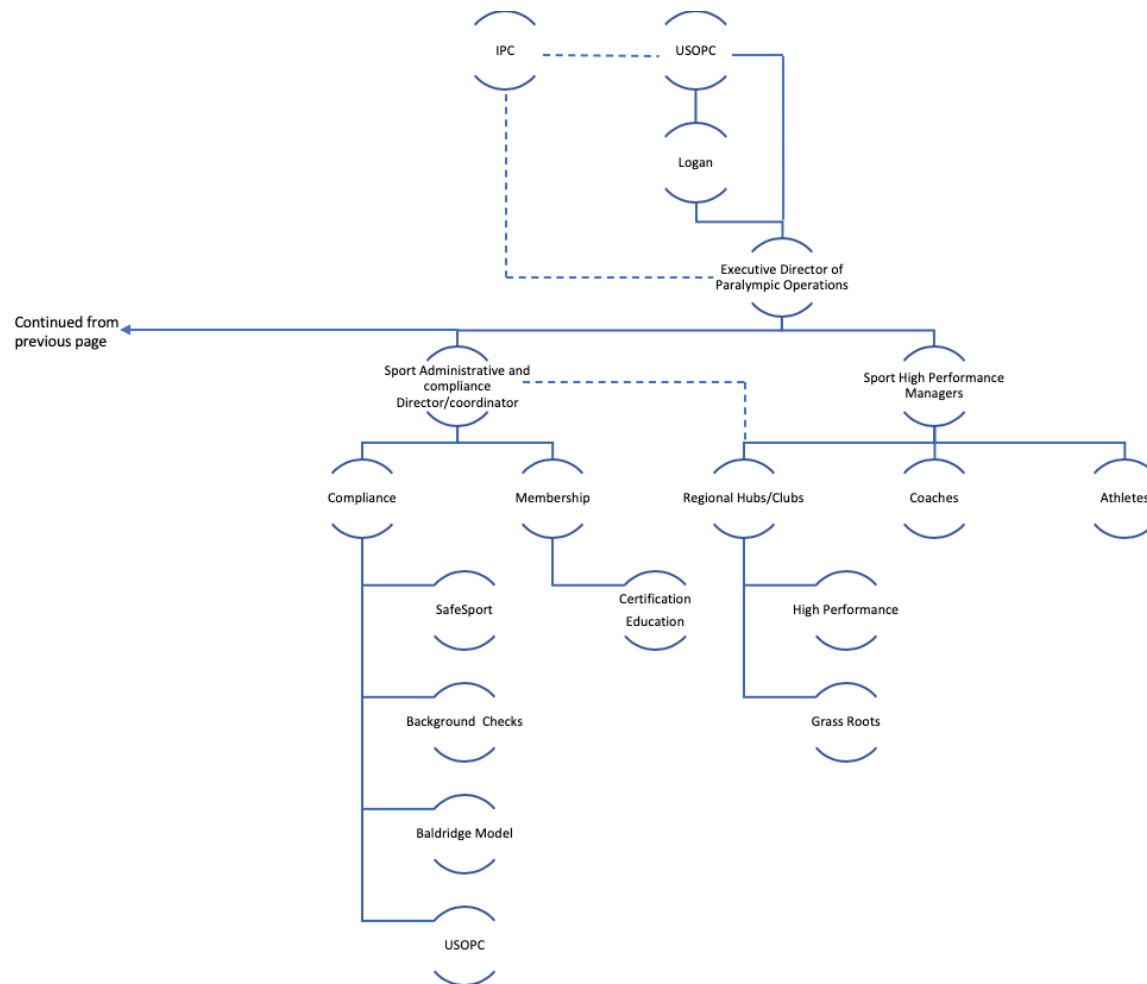
This Handbook shall be effective when adopted by the current Advisory Council and approved by the Executive Director of the POD and the President of Logan. Immediately upon adoption, the Nominating and Governance Committee, in line with Logan's Human Resources and Compliance departments' policies and procedures, shall initiate the process to have a new Advisory Council elected/selected pursuant to this Handbook. Until such time as the new Advisory Council is seated, the Nominating and Governance Committee shall serve as the Advisory Council with full authority to conduct all specific to the sport(s) managed by the POD's affairs as set forth in this Handbook.

Appendix A: Current Organizational Structure of Logan's POD

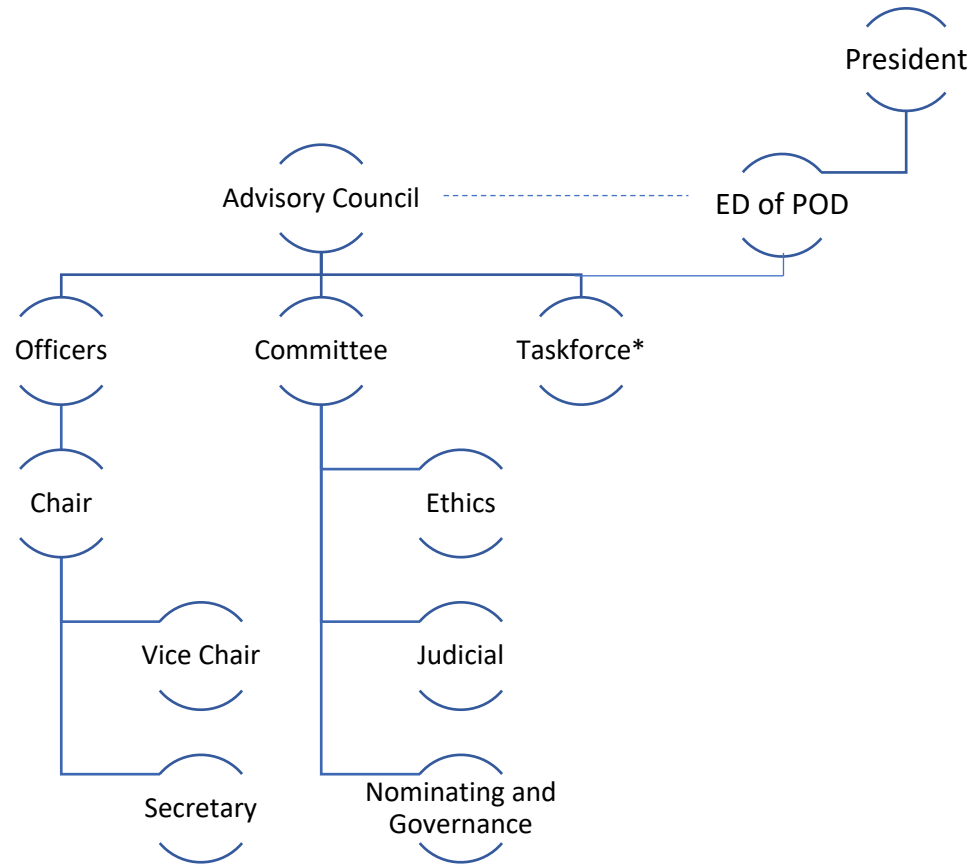


Appendix B: Future Organizational Structure of Logan's POD





Appendix C: Advisory Council Organizational Structure*



Appendix D: Membership Organizational Structure

