

MAJOR CHANGES FOR 2008

Should: Should is defined. (Glossary)

Breaststroke Kick: The body must be on the breast from the time the feet leave the wall, “downward” and “while wholly submerged” have been deleted from the single butterfly (dolphin) kick part of the rule, and the single butterfly (dolphin) kick must be during or at the end of the first arm pull. (article 101.2.2 and .3)

Initial and Leadoff Times from Nonconforming Events: Times from nonconforming events will not count for USMS records and Top 10 times except that initial distances and relay leadoff split times for distances that are also events defined in 102.5 will count for USMS records and Top 10 times. (article 202.1.1F[3])

Relevant Rules for Recognition: Relevant rules for recognition include the following: Article 101 (Starts, Strokes, and Relays) or Article 108 (Swimmers with a Disability); Article 103.12.3 (Timing Resolution); Articles 103.13.1, 103.13.2, 103.13.3, 103.13.4, and 103.13.6 (Official Time); Articles 105.1, 105.2.1, 105.2.2A, 105.3.2, 105.3.7A, and 105.3.10 (Records and Top 10 Times); and Articles 107.2.1, 107.2.3A, 107.3, 107.11.1, 107.11.2, and 107.13 (Minimum Standards for Facilities). (article 202.2.1E)

Relay Leadoff Split Times at Recognized Events: At recognized events, relay leadoff split times that conform to 103.13.1 and 105.2.2A will be recognized for events listed in 102.5 (USMS membership is not required for the other members of the relay team). (article 202.2.1E)

WORKING CALENDAR 2008

NOVEMBER 2007

1st

- 2008 registration year begins

2nd

- Minutes of House of Delegates, 2008 Budget and FOG mailed to all who attended 2007 convention
- Final copies of Rules/Long Distance/Legislation changes to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org) from appropriate committee chair (Kathy Casey—Rules AT usms DOT org, Marcia Cleveland—LongDistance AT usms DOT org and Sean Fitzgerald—Legislation AT usms DOT org)

9th

- Records and Tabulation Chair (Ed Tsuzuki—RecordsAndTabulation AT usms DOT org) sends national and world records to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)

15th

- 2008 LMSC Handbook section updates due to National Office Administrator (Tracy Grilli—USMS AT usms DOT org)
- National Office Administrator (Tracy Grilli—USMS AT usms DOT org) sends rule book Appendix E: Committees and Chairs to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)

16th

- Final proofreading of rule book due to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)

23rd

- All camera-ready copy and artwork due to rule book printer

30th

- National registration transmittal sent to National Office electronically from online registration site

DECEMBER 2007

1ST

- Signed contracts for Open Water/Long Distance National Championship events due to Open Water/Long Distance Committee Chair (Marcia Cleveland—LongDistance AT usms DOT org)

8th

- Zone Reps submit list of events for *USMS Swimmer* calendar for the March/April issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)

15th

- Mailing labels for 2008 rule books due to printer (Board of Directors, LMSC registrars, LMSC Officials Chairs (mini), members of Finance, Legislation, Officials (mini), Open Water/Long Distance and Rules Committees, Rule Book Coordinator, registered clubs, sponsors and individual orders)
- Convention Coordinator (Victor Buehler—Convention AT usms DOT org) sends out preliminary room set-up requirement information for 2008 convention to all committee chairs
- Editorial information/copy due to USMS Editor for March/April issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)

31st

- National registration transmittal sent to National Office electronically from online registration site
- Deadline for Convention reimbursements for travel and lodging to Convention Coordinator (Victor Buehler—Convention AT usms DOT org)
- Deadline for submission of ISHOF candidates

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- End of SCM season
- End of 2007 fiscal year

Other deadlines this month

- Mailing of 2008 LMSC Handbooks. Full handbook is posted on the USMS website under Administration.
- Mailing of USMS Directory
- First mailing of 2008 rule books. Full 2008 rule book is posted on the USMS website.
- USMS Secretary (Meg Smath—Secretary AT usms DOT org) mails Working Calendar and Committee Chair Handbook to all committee chairs
- LCM Top 10 issue sent out

JANUARY 2008

1ST

- HAPPY NEW YEAR!
- Election Committee posts election announcement on website

15th

- Room set-up requirements for 2008 convention due from committee chairs to Convention Coordinator (Victor Buehler—Convention AT usms DOT org)
- Deadline for submission of fiscal 2007 reimbursements or payments to Controller (Margaret Bayless—Controller AT usms DOT org) from all cost-center heads
- Call for Ransom Arthur nominations sent to LMSCs and *USMS Swimmer* from USMS Recognition and Awards Chair (Kelly Crandell—Awards AT usms DOT org)
- Open Water/Long Distance All-Star listing due from Open Water/Long Distance Chair (Marcia Cleveland—LongDistance AT usms DOT org) to USMS Editor (Bill Volckening—editor AT usms DOT org) for May/June issue of *USMS Swimmer*
- Open Water/Long Distance Postal Series participants copy/information due to USMS Editor for May/June issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)

25th

- Deadline for submission of information to be included in the winter issue of *Streamlines ... from the National Office*
- Open Water/Long Distance Committee to submit listings of the individual and relay All-Americans

26th

- LMSC SCM Top 10 reports due to National Swims Administrator (Mary Beth Windrath—mbwswims AT stny DOT rr DOT com)

29th

- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the March/April issue

30th

- Open water clinic application distributed to clubs and LMSCs (Mo Chambers—Coaches AT usms DOT org)

31st

- National registration transmittal sent to National Office electronically from online registration site
- Winter issue of *Streamlines ... from the National Office* sent out via email or snail mail

Other deadlines this month

- Bid packets sent to interested bidders for USMS 2010 SCY and LCM National Championships and Open Water/Long Distance Championships from appropriate committee chairs (Championship: Mark Moore—Championship AT usms DOT org, Open Water/Long Distance: Marcia Cleveland—LongDistance AT usms DOT org)
- Solicitation of information for 2008 Open Water/Long Distance Calendar

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FEBRUARY 2008

1ST

- Convention Coordinator (Victor Buehler—Convention AT usms DOT org) sends 2008 requirements to USAS
- Fourth quarter financial reports prepared by USMS Controller (Margaret Bayless—Controller AT usms DOT org)

7th–10th

- Executive Committee/Board of Directors midyear meeting, Grapevine, Texas. EC arrives on 7th, BOD arrives on 9th.
- Zone Reps submit list of events for *USMS Swimmer* calendar for May/June issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)

13th

- Editorial copy/information due to USMS Editor for May/June issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)
- On Deck department calendar entries due to USMS Calendar of Events Editor for May/June issue of *USMS Swimmer* (Lynn Hazlewood—lynhzlwd AT usms DOT org)

15th

- Preliminary SCM Top 10 mailed to LMSC Top 10 Chairs and Records and Tabulation Committee members for proofreading
- Open Water/Long Distance and Pool All-American listing due from Records and Tabulations Chair (Ed Tsuzuki—TopTen AT usms DOT org) and Open Water/Long Distance Chair (Marcia Cleveland—LongDistance AT usms DOT org) to USMS Editor (Bill Volckening—Editor AT usms DOT org) for May/June issue of *USMS Swimmer*

20th

- Approximate mailing date for March/April issue of *USMS Swimmer*

23rd

- Article ideas for July/August issue of *USMS Swimmer* due to USMS Editor (Bill Volckening—Editor AT usms DOT org)

25th

- Responses due from SCM Top 10 proofreading to National Swims Administrator (Mary Beth Windrath—mbwswims AT stny DOT rr DOT com)

28th

- Open Water/Long Distance individual and relay All-Americans posted on the Open Water/Long Distance webpage

29th

- National registration transmittal sent to National Office electronically from online registration site

Other deadlines this month

- Pre-meet site visit by Championship Committee liaison to SC Nationals host (University of Austin, Austin, Tex.)

MARCH 2008

1st

- SCM Top 10 list sent to printer

15th

- Call for USMS Service Award nominations to LMSCs from USMS Recognition and Award Chair (Kelly Crandell—Awards AT usms DOT org)

20th

- Postmark entry deadline for 2008 SC Nationals

27th

- Received-by entry deadline for 2008 SC Nationals

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29th

- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the May/June issue

31st

- National registration transmittal sent to National Office electronically from online registration site

Other deadlines this month

- Final call for 2008 Mentor Coach and Swimmer Clinic applications
- Final call for 2008 Open Water Clinic applications
- Plans and information for 2008 Masters Coaches Conference distributed
- Notify sponsors of SC Nationals due dates for booths, banners and ads

APRIL 2008

8th

- Zone Reps submit list of events for *USMS Swimmer* calendar for July/August issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)

12th

- Editorial copy/information due to USMS Editor for July/August issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)
- On Deck department calendar entries due to USMS Calendar of Events Editor for July/August issue of *USMS Swimmer* (Lynn Hazlewood—lynhzlwd AT usms DOT org)

15th

- Ransom Arthur ballots due from Recognition and Awards Committee members to Chair (Kelly Crandell—Awards AT usms DOT org) for tabulation
- USMS Secretary (Meg Smath—Secretary AT usms DOT org) notifies LMSCs of delegate entitlements for 2008 convention
- First call for requests for Deletate-at-Large appointments—due in writing to President (Rob Copeland—President AT usms DOT org) and Secretary (Meg Smath—Secretary AT usms DOT org)

18th

- Approximate mailing date for May/June issue of *USMS Swimmer*

25th

- Deadline for submission of information to be included in the spring issue of *Streamlines ... from the National Office*

29th

- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the July/August issue

30th

- LMSC minutes of 2007 annual meetings and copy of 2007 financial statements due to National Office from all LMSCs
- Spring issue of *Streamlines ... from the National Office* sent via email or snail mail
- Article ideas for September/October issue of *USMS Swimmer* due to USMS Editor (Bill Volckening—Editor AT usms DOT org)
- Deadline for nominations for At-Large Director positions
- National registration transmittal sent to National Office electronically from online registration site

Other deadlines this month

- All-American roster prepared and congratulations sent from President
- Coaches Chair (Mo Chambers—Coaches AT usms DOT org) checks progress with LMSC Coaches Reps

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MAY 2008

1st

- Delegates from 2007 and LMSC chairs receive convention registration packet for 2008 convention via email or snail mail from the National Office
- Cost-center heads receive budget forms (for 2009 budget) from Executive Director (Todd Smith—ExecutiveDirector AT usms DOT org)

1st–4th

- USMS SC National Championships, University of Texas, Austin, Tex.

1st–15th

- Election Committee reviews applications, slates At-Large Director candidates, notifies candidates and publishes candidate information

15th

- Controller's filing deadline with IRS for Form 990
- Convention Coordinator (Victor Buehler—Convention AT usms DOT org) sends out final notice to committee chairs regarding equipment requirements for convention
- First quarter financial reports prepared
- USMS Secretary (Meg Smath—Secretary AT usms DOT org) sends reminders to LMSCs for names of delegates to 2008 convention, Atlanta, Ga.
- Deadline for swimmers to be registered in order to receive July/August issue of *USMS Swimmer*

15th–31st

- Election Committee accepts nominations for any positions without candidates

19th

- Ransom Arthur award winner announced at SC Nationals

20th

- National Office sends reminder to LMSCs of July 10th deadline for submission of proposed code amendments

30th

- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the July/August issue

31st

- Continuous publication of candidate information to the HOD through email newsletters and website positions through September
- National registration transmittal sent to National Office electronically from online registration site

JUNE 2008

1st

- Open Water/Long Distance National Championship packets distributed to hosts of 2009 events.

8th

- Zone Reps submit list of events for *USMS Swimmer* calendar for the September/October issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)

15th

- Committee chairs, appointments send their budget and annual report to their vice president. Those who will be having a meeting at convention also send their agendas.
- Cut-off date for LMSC registration/delegate entitlements to the 2008 convention (National Office notifies Secretary of LMSC membership numbers as of June 15th. Secretary notifies LMSCs of any additional delegate entitlements). Final reminder.
- Editorial copy/information due to USMS Editor for September/October issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)

20th

- Approximate mailing date for July/August issue of *USMS Swimmer*

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29th

- Article ideas for November/December issue of *USMS Swimmer* due to USMS Editor (Bill Volckening—Editor AT usms DOT org)

30th

- National registration transmittal sent to National Office electronically from online registration site
- Postmark Deadline for LC Nationals, Mt Hood, Oregon
- LMSC SCY Top 10 reports due National Swims Administrator (Mary Beth Windrath—mbwswims AT stny DOT rr DOT com)
- Last call for requests for Delegate-at-Large appointments due in writing to President (Rob Copeland—President AT usms DOT org) and Secretary (Meg Smath—Secretary AT usms DOT org)

JULY 2008

1st

- USMS Coach of the Year application due to Coaches Committee Chair (Mo Chambers—Coaches AT usms DOT org)
- Preliminary equipment requirements for convention due to Convention Coordinator (Victor Buehler—Convention AT usms DOT org)

10th

- Proposed Rules, Open Water/Long Distance and Legislation amendments due to respective committee chairs (Rules: Kathy Casey—Rules AT usms DOT org, Open Water/Long Distance: Marcia Cleveland—LongDistance AT usms DOT org, Legislation: Sean Fitzgerald—Legislation AT usms DOT org)
- SCY Preliminary Top 10 mailed for proofreading

11th

- Entry/received by deadline for 2008 LC Nationals, Mt Hood, Oregon

15th

- Vice presidents send their committees' annual reports and agendas to the National Office for publication in the convention packet
- Final cut-off date for requesting Delegate-at-Large spot for convention
- Coach of the Year selected
- On Deck department calendar entries due to USMS Calendar of Events Editor for September/October issue of *USMS Swimmer* (Lynn Hazlewood—lynhzlwd AT usms DOT org)
- Deadline for swimmers to be registered in order to receive September/October issue of *USMS Swimmer*
- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the September/October issue

20th

- President (Rob Copeland—President AT usms DOT org) appoints Delegates-at-Large for 2008 convention

24th

- Corrections for SCY Top 10 due National Swims Administrator (Mary Beth Windrath—mbwswims AT stny DOT rr DOT com)

25th

- Deadline for submission of information to be included in the summer issue of *Streamlines ... from the National Office*

30th

- USMS Dorothy Donnelly Service Award nominations due to Recognition and Awards Chair (Kelly Crandell—Awards AT usms DOT org)
- Summer issue of *Streamlines ... from the National Office* sent via email or snail mail

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31st

- National registration transmittal sent to National Office electronically from online registration site

AUGUST 2008

1st

- Deadline for USAS early convention registration and inclusion in USAS Directory
- Bids for fitness events due to Fitness Committee Chair (Marcia Anziano—Fitness AT usms DOT org)
- Equipment requirements from committee chairs and workshop planners due to Convention Coordinator (Victor Buehler—Convention AT usms DOT org)
- All proposed rule/code changes from Rules, Open Water/Long Distance and Legislation due to National Office
- Final SCY Top 10 list sent to printer
- Second quarter financial reports prepared
- Election Committee submits election information to National Office for inclusion in the HOD packet
- Bids for 2010 Long Course, Short Course and Open Water/Long Distance National Championships due to committee chairs (Championship: Mark Moore—Championship AT usms DOT org, Open Water/Long Distance: Marcia Cleveland—LongDistance AT usms DOT org)

8th

- Zone Reps submit list of events for *USMS Swimmer* calendar for the November/December issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)
- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the September/October issue

10th

- Editorial copy/information due to USMS Editor for November/December issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)
- On Deck department calendar entries due to USMS Calendar of Events Editor for November/December issue of *USMS Swimmer* (Lynn Hazlewood—lynhzlwd AT usms DOT org)

14th-17th

- USMS LC National Championships, Mt. Hood, Ore.

15th

- Executive Director (Todd Smith—ExecutiveDirector AT usms DOT org) distributes preliminary budget for the coming year, forecast for current year and copies of budget forms to Finance Committee members and National Office

31st

- Approximate mailing date for September/October issue of *USMS Swimmer*
- National registration transmittal sent to National Office electronically from online registration site

Other deadlines this month

- USAS sends convention registration list to National Office (Tracy Grilli—USMS AT usms DOT org). Secretary (Meg Smath—Secretary AT usms DOT org) notifies LMSCs who have not sent delegate certifications.
- Convention packets mailed to all certified delegates
- New delegate information emailed to all new delegates

SEPTEMBER 2008

1st

- Rule book cover submissions and bids to print the rule book due to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)
- Period for 2008 reduced swimmer registration fee begins
- All LMSCs that have not hosted a Mentor Coach and Swimmer or Open Water Clinic in the past two years will have until September 1st to submit an application. LMSCs that have hosted within the past

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two years will not have their applications reviewed until after September 1st. This will give priority to those who have not hosted a clinic recently a chance to host.

- LMSC registrars contact Registration Chair (George Simon—RegChair AT usms DOT org) with card requirement numbers

15th

- Deadline for swimmers to be registered in order to receive November/December issue of *USMS Swimmer*

26th-30th

- USMS Convention, Atlanta, Ga.

28th

- Deadline to submit copy to DMC for a newsletter to be inserted in *USMS Swimmer* for the November/December issue

30th

- End of LCM season
- National registration transmittal sent to National Office electronically from online registration site

Other deadlines this month

- Registration Committee finalizes design of membership card, printer notified
- Changes, additions, deletions for 2009 Working Calendar due to Secretary from committee chairs, etc. (Meg Smath—Secretary AT usms DOT org)
- Group Exemption 501(c)(3) status report due to IRS

OCTOBER 2008

8th

- Zone Reps submit list of events for *USMS Swimmer* calendar for the January/February issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)
- Deadline for Coaches Committee to submit announcements to *USMS Swimmer* for Mentor Coach and Swimmer Clinics, NIKE Clinics and Coach of the Year Award

15th

- Editorial information/copy due to USMS Editor for January/February issue of *USMS Swimmer* (Bill Volckening—Editor AT usms DOT org)
- Approximate mailing date for November/December issue of *USMS Swimmer*

20th

- LMSC LCM Top 10 reports due to National Swims Administrator (Mary Beth Windrath—mbwswims AT stny DOT rr DOT com)

25th

- Deadline for submission of information to be included in the fall issue of *Streamlines ... from the National Office*

30th

- Fall issue of *Streamlines ... from the National Office*

31st

- National registration transmittal sent to National Office electronically from online registration site
- End of the 2008 registration year. All registrations after November 1st are for 2009.

Other deadlines this month

- President appoints committee chairs and committee members

NOVEMBER 2008

1st

- 2009 registration year begins
- Minutes of House of Delegates, 2009 Budget and FOG mailed to all who attended 2008 convention

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2nd

- Final copies of Rules, Open Water/Long Distance and Legislation changes due to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org) from appropriate committee chair (Rules: Kathy Casey—Rules AT usms DOT org, Open Water/Long Distance: Marcia Cleveland—LongDistance AT usms DOT org, Legislation: Sean Fitzgerald—Legislation AT usms DOT org)

9th

- Records and Tabulation Chair (Ed Tsuzuki—TopTen AT usms DOT org) sends national and world records to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)

15th

- 2009 LMSC Handbook section updates due to National Office Administrator (Tracy Grilli—USMS AT usms DOT org)
- National Office Administrator (Tracy Grilli—USMS AT usms DOT org) sends rule book Appendix E: Committees and Chairs to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)

16th

- Final proofreading of rule book due to Rule Book Coordinator (Susan Ehringer—RuleBook AT usms DOT org)

23rd

- All camera-ready copy and artwork due to rule book printer

30th

- National registration transmittal sent to National Office electronically from online registration site
- Deadline for 2009 LMSC registrations to be submitted to the National Office

DECEMBER 2008

1st

- Signed contracts for Open Water/Long Distance National Championship events due to Open Water/Long Distance Committee Chair (Marcia Cleveland—LongDistance AT usms DOT org)

8th

- Zone Reps submit list of events for *USMS Swimmer* calendar for the March/April issue to VP Local Operations (Julie Heather—VPLocalOperations AT usms DOT org)

15th

- Mailing labels for 2009 rule books due to printer (Board of Directors, LMSC registrars, LMSC Officials Chairs (mini), members of Finance, Legislation, Officials (mini), Open Water/Long Distance and Rules Committees, Rule Book Coordinator, registered clubs, sponsors and individual orders)
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31st

- National registration transmittal sent to National Office electronically from online registration site
- Deadline for Convention reimbursements for travel and lodging to Convention Coordinator (Victor Buehler—Convention AT usms DOT org)
- Deadline for submission of ISHOF candidates
- End of SCM season
- End of 2007 fiscal year

Other deadlines this month

- Mailing of 2009 LMSC Handbooks. Full handbook is posted on the USMS website under Administration.
- Mailing of USMS Directory

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- First mailing of 2009 rule books. Full 2009 rule book is posted on the USMS website.
- USMS Secretary (Meg Smath—Secretary AT usms DOT org) mails Working Calendar and Committee Chair Handbook to all committee chairs
- LCM Top 10 issue sent out