



BYLAWS OF THE
SOUTH ATLANTIC INTERCOLLEGIATE SAILING ASSOCIATION

As amended February 28, 2019

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PREAMBLE

These bylaws contain procedures and regulations necessary for participation in intercollegiate sailing as a member of SAISA. All club/team members should have access to the information in this publication.

The first formal organizational meeting of the South Atlantic Intercollegiate Sailing Association was held April 25, 1964 at the Citadel Yacht Club. This meeting was the culmination of the efforts of Leonard Fowle, the late Executive Vice President of the ICYRA/NA, Jack Taylor, SEISA, Bruce Loring, URI '55, and former vice president, NEISA and Ray Weir, Brown '53 former commodore of the Brown University Yacht Club.

With intercollegiate sailing activity prevalent in all other sections of North America including New England, Mid Atlantic, Southeast, Midwest, Northwest, Canada, and Pacific Coast, the prospects of developing a new region, South Atlantic, to encompass the two Carolinas and Virginia seemed encouraging. The original meeting of the new conference included the eventual Charter Member, The Citadel, College of Charleston, Clemson, Duke, Old Dominion, and William and Mary.

The present status of SAISA within ICYRA/NA is that of a regular member entitling its members to compete in all championship events sponsored by the national organization. The conference continues to grow with teams competing competitively in many major inter-conference events and placing its member teams high in national rankings and competition.

The ICYRA/NA at its annual meeting in 1983 approved a redistricting proposal by SEISA and SAISA which changed the geographical boundaries of the two conferences and MAISA. Virginia moved to MAISA, Florida was added to SAISA and the boundary line between SAISA and SEISA was established as the time line through Alabama and Florida. SAISA reorganized as a conference at its annual meeting in January 1984. ICYRA/NA became the Inter-Collegiate Sailing Association (ICSA) in 2000.

ARTICLE I: MEMBERSHIP

Section 1: SAISA Membership

1. The members of SAISA shall be composed of recognized colleges and other institutions of higher education in which the sport of sailing is recognized by the authorities of that institution. The Executive Committee of SAISA is empowered to set up standards for admission to membership, which shall be divided into the following classifications:

A. REGULAR MEMBERSHIP entitles the member club, athletic association, or institution to the full privileges, rights, and obligations embodied in the bylaws of SAISA.

B. PROVISIONAL MEMBERSHIP entitles the member club, athletic association, or institution to all the privileges of membership except those of holding membership on the Executive Committee and of voting upon the election or new members or amendments to the bylaws of SAISA. This Provisional Membership shall be the normal second stage and is designed to provide an interim or trial membership period during which a member demonstrates its ability to assume the obligations and responsibilities of Regular Membership.

C. ASSOCIATE MEMBERSHIP which entitles the member club, athletic association, or institution, to such privileges as the Executive Committee may from time to time grant, except those of participation in championship regattas, holding membership on the Executive Committee, and of voting for elective officers, the election of new members, or for amendments to the bylaws of the Association. Associate Membership shall be the first step of affiliation with SAISA and is designed to provide a membership for clubs and colleges where the sport is in its formative stage.

2. Associate membership shall be the first step of affiliation for a member college within the conference. An Associate member may advance to Provisional membership only after competing for a minimum of one (1) year as an Associate Member; a Provisional Member may advance to Regular Membership only after competing for a minimum of one (1) year as a Provisional Member.

3. Any Regular or Provisional member college which has not competed at least once within the preceding two calendar years (i.e., the four preceding seasons) shall be reduced to Associate membership.

Section 2: Racing Commitments

1. SAISA expects fulfillment of all schedule commitments and obligations as printed in these bylaws, particularly inter-conference events. As failure to meet commitments, which are essentially a contract, reflects upon the good name of a college as well as upon SAISA.

2. Failure to comply with ICSA Procedural Rule 15(c) (Failure to Attend) may forfeit that respective school's privilege to sail in future inter-conference events.

3. All "Invites" must be approved and submitted by the Conference Commissioner or the Scheduling Coordinator appointed by the Conference Commissioner.

Section 3: Dues and Assessments

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|----|------------------------|----------|
| 1. | Membership Dues | |
| | A. Regular Members | \$150.00 |
| | B. Provisional Members | \$100.00 |



- C. Associate Members \$50.00
2. Inter-conference Events and Championship Assessments
- A. A \$40.00 per event, out-of-conference inter-conference event fee is assessed to each member school attending out of conference inter-conference events.
 - B. A \$30.00 per event, SAISA Co-ed Dinghy Championship fee is assessed to each member school attending the Spring and Fall SAISA Dinghy Championships.
 - C. A \$15.00 per entry fee is assessed to each member school attending the SAISA Single-handed Conference Championship.
 - D. A \$50.00 per entry fee is assessed to each member school attending the SAISA Match/Team Race Championships.
3. Annual dues will be billed each spring at or prior to the annual meeting and are to be paid no later than March 15. A second dues notice will be sent on or about February 15. Failure to pay dues and assessments excludes that school from all conference championship regattas and inter-conference event picks until dues are paid. In addition, a \$25.00 fine will be imposed for each year past due.

Section 4: Registration

1. Each member school must register its sailors with the ICSA Individual Directory prior to its first competition each semester. All sailors must be registered and updated by February 15 for the spring semester and by October 1 for the fall semester. New team members may be added prior to their first competition.
2. Each school must have a registered advisor (staff or faculty member) and an ICSA Online Directory Administrator (DA). The DA is responsible for managing their team's online database.
3. Failure to comply with any part of this registration requirement will forfeit that team's eligibility for that semester's championships.

Section 5: Resources

1. Every member shall maintain a permanent organization mailing address, preferably a permanent P. O. Box number.
2. Records and report forms should include:
 - A. SAISA Bylaws.
 - B. Current ICSA Procedural Rules for Intercollegiate Sailing Competition.
 - C. Record of Participation Forms.
 - D. Regatta Score Sheet.



- E. Current US Sailing Rules (Racing Rules of Sailing).
- F. Current ISAF Case Book.
- G. Collegiate Dinghy Class Rules.

These resources can be acquired from www.collegesailing.org, www.sailing.org, or by contacting the Conference Commissioner.

ARTICLE II: CONDUCT OF REGATTAS

It is recognized that intercollegiate competition is unique in its organizational content and may differ from US Sailing and local procedures. Specific procedures are as follows:

Section 1: Sailing Rules

1. All SAISA events are to be sailed under the current Racing Rules of Sailing, the Procedural Rules of the ICSA, the sailing instructions and these bylaws.
2. Sailing Instructions shall be written and made available to all competitors.
3. No two-day SAISA regatta race shall start after 3PM on Sunday.
4. All protest hearings are recommended to be completed as promptly as possible, and must be completed on the day of the incident.

Section 2: Regatta Notices

Host schools shall e-mail invited teams a Notice of Race, which should include: dates, report time, time for competitor's meeting, directions to the sailing site, format for the regatta, boat type, housing information, RSVP deadline and a specific contact person.

Section 3: Regatta Reports

1. The host school shall post the results and regatta summary to techscore for all events and submit this information to the ICSA listserv for inter-conference events by the Monday following the event hosted.
2. Record of Participation (RP) Forms shall be in possession of all members hosting events. Members hosting events shall make reasonable effort to ensure completion of RP forms. RP forms shall be completed on techscore. If it is an inter-conference event, the forms are to be accessible by both the Conference Commissioner and the ICSA Inter-conference Coordinator by the Monday following the event hosted.



3. RP Forms and Regatta Results are needed for determining eligibility, All-American records, skipper rankings, publicity and record keeping. Failure to comply with the above requirements may result in the loss of privilege to host events in subsequent semesters.

Section 4: Event Types and Contests

1. Double-handed dinghy competition is encouraged in SAISA as it is in ICSA. All Points Regattas should be held in double-handed dinghies.

2. Singlehanded events are encouraged but should not be used as elimination events for dinghies.

3. Double-handed events are to be held in dinghies without spinnakers. Two divisions should be held in double-handed events.

4. Team races should be held in double-handed dinghies and should include three two-person crews per school.

5. Sloop events are to be held in boats 18'- 30' in length with spinnakers and should require a minimum crew of three in one division only.

Section 5: Trophies

In 2007, the membership voted in favor of no longer handing out keeper trophies or maintaining perpetual trophies in order to minimize cost to schools and the Conference.

Section 6: Coed Dinghy Championship Participation & Qualifiers

1. There are two Divisions within SAISA, a North Division, generally including teams in North Carolina, South Carolina, Georgia, Alabama and Tennessee, and a South Division, generally including teams in Florida. Each semester there shall be Points Regattas scheduled and sailed in each Division. These are one-day events, with the exception of Points Regattas that include both North and South Divisions which may be two-day regattas. The hosts for Points regattas will be determined amongst teams in each of the Divisions. Points regattas are to be completed at least two weeks prior to the semester's Dinghy Championship Regatta.

2. Points System - Points are earned based on a team's finish position in Points Regattas: i.e., 1st place, 1 point; 2nd place, 2 points, etc. A team's Points Series score for a semester is equal to the total points earned in all Points Regattas that semester.

- a. Teams not sailing in a Points Regatta receive points equal to the number of teams competing in their Division's Points series for that season plus one point.



- b. Each semester, points are earned from the best three results for each team.
 - c. Tie breaking procedures in order of use are: 1) The team which beat the other team more times in all individual races at all points regattas, including regattas where one team is scored DNC; 2) The team which has the lowest total number of finish position points in all regattas, including regattas in which teams were scored DNC.
 - d. Any team with multiple squads at a points regatta must identify which squad competes for the points-event standings before the regatta begins by using the school's primary mascot name to identify the squad in techscore.
3. Coed Dinghy Championship Regattas are hosted during the spring and autumn semesters on a rotational basis between the North and South Divisions. One Division shall host both spring and autumn Championships for that calendar year. However, when a site can be chosen with the same boat type and/or conditions of the National Championships that site should be selected at the discretion of SAISA leadership. Member schools within the conference shall determine at the annual meeting the host schools of those regattas for the autumn of that year and the spring of the following year.
4. The autumn's Coed SAISA Open event will be held in the division not hosting the Championship regattas in that calendar year. If there is more interest in the SAISA Open event than available berths, qualification to the SAISA Open will be determined by the top 9 finishers in each district's spring points events given that each team participated in at least one points event that season. If either SAISA north or SAISA south cannot fulfill their allotment of berths to the SAISA Open, then the berths will be offered to the 10th highest finisher in points from the other district (and 11th, and so on, as necessary). If the SAISA Open is cancelled, or the minimum required number of races are not completed to constitute a regatta, the top finishers from the previous spring's SAISA Championship will qualify.
5. Coed Dinghy Championship Berth Allocation: Twelve berths shall be allocated for coed dinghy championship regattas. Each Division shall fill six berths based on the standings for the Points Series for the semester. A team will be considered eligible to compete in the conference championship regatta if it completes three Points Regattas.
 - a. If either Division completes fewer Points Regattas than the number required for teams to be eligible (three), the eligibility requirement for that Division for the semester shall be reduced to the number of Points Regattas that were completed in the Division that semester.
 - b. If either Division cannot fill all of its allocated berths with eligible teams, the unfilled berths may be filled by the next highest-ranked eligible team(s) from the other Division.
6. The first and subsequent place team(s) of the autumn's coed SAISA Open earn the right to represent SAISA in the Showcase Events according to the number of berths allotted to the conference that year if those teams have not already qualified through the



Coed Spring Dinghy Championship.

7. The first and subsequent place team(s) of the SAISA Coed Spring Dinghy Championship earn the right to represent SAISA in the ICSA Coed Dinghy Championship for as many berths are available. The first and second place teams also qualify for the fall coed showcase regatta.

Section 7: Other Conference Championships

1. There shall be separate Conference Championship Regattas in Sloop, Men's Singlehanded, Women's Singlehanded, Coed Dinghy, Team Race, and Women's Dinghy boat types. Coed Dinghy and Women's Dinghy boat types will be hosted on non-concurrent weekends.

2. The winner and subsequent finishers of the SAISA Men's Singlehanded Championship for the J. Stewart Walker, Jr. Memorial Trophy will represent SAISA in the ICSA Men's Singlehanded Championship for the Glen S. Foster Trophy according to the number of berths allotted to the conference that year. Up to 4 individuals from any school may attend this conference championship.

3. The winner and subsequent finishers of the SAISA Women's Singlehanded Championship will represent SAISA in the ICSA Women's Singlehanded Championship for the Janet Lutz Trophy according to the number of berths allotted to the conference that year. Up to 4 individuals from any school may attend this conference championship.

4. The first and subsequent place team(s) in the SAISA Fall Women's Open earn the right to represent the conference in the Showcase Events according to the number of berths allotted to the conference that year if those teams have not already qualified through the Women's Spring Dinghy Championship.

5. The winner and subsequent finishers in the SAISA Spring Women's Championship will represent SAISA in the ICSA Women's Dinghy Championship according to the number of berths allotted to the conference that year. The first and second place teams also qualify for the fall women's showcase regatta.

6. The winner and subsequent finishers in the SAISA Sloop Championship will represent the conference in the ICSA Sloop Championship for the Cornelius Shields Trophy according to the number of berths allotted to the conference that year. The final results from the SAISA Sloop Championship will also establish the selection order for participation in the Kennedy Cup.

7. The winner and subsequent finishers in the SAISA Team Race Championship will represent the conference in the ICSA Team Race Championship for the Walter Wood Trophy according to the number of berths allotted to the conference that year.

Section 8: Inter-conference Regatta Selections

SAISA schools are invited by other conferences, or host themselves, each semester a number of inter-conference regattas (regatta in which schools from several of the ICSA conferences compete). Inter-conference regattas are generally of a higher caliber of competition than are intra-conference regattas, thus, SAISA attempts to send the most competitive teams to these regattas.

1. Co-ed inter-conference selection procedures are based on finish positions of teams in the SAISA Fall Dinghy Championship for spring inter-conference fleet race events, and on finish position in the SAISA Spring Dinghy Championship for the National Dinghy Championship and fall inter-conference events, with the top seven finishers picking twice before the eighth and subsequent finishers pick first. Co-ed inter-conference events will be chosen immediately following the Fall and Spring SAISA Dinghy Championships.
2. Team race inter-conference selection procedures are based on finish positions of teams in the previous SAISA Team Race Championship. Picks will be made from the top to bottom at the SAISA Fall Coed Championship. Teams not in attendance at the TR Championship may select remaining berths after a complete draft in which every participating team declines a pick.
3. In the event that inter-conference events are willingly unpicked by the competitors of the SAISA Dinghy Championship, the subsequent points finishers from 7th place on in the north and south points regatta series may then select remaining inter-conference events, alternating 7th north, 7th south, 8th north, 8th south, etc. until all available berths are taken. North and South divisions will rotate each year in alignment with the N/S location of that dinghy event.
4. Women's inter-conference events will be chosen in the same manner as coed inter-conference fleet race events immediately following the Fall and Spring Women's Dinghy Championships.
5. Sloop inter-conference events will be chosen separately from dinghy events. These events will be chosen based on coed dinghy results.
6. A list of inter-conference regattas available to SAISA members shall be distributed to eligible schools prior to the dinghy championship regatta for that semester by the Conference Commissioner.



ARTICLE III: CONDUCT OF CONFERENCE

Section 1: Annual Meeting

1. The Annual Meeting of SAISA shall be held following the first day of sailing at the first combined North/South Points regatta of the Spring Semester.
2. Each member school shall have two votes; an undergraduate vote and a graduate vote (coach or advisor). Members of the Executive Committee shall have one vote in that capacity, and any other appropriately held vote, and shall not hold a proxy vote. A written or emailed proxy is required if one cannot attend the meeting and wished that vote be represented. No individual may hold more than three proxy votes, and no one school may hold more than four total votes. A graduate shall not hold an undergraduate proxy. An undergraduate shall hold only an undergraduate proxy, except that an undergraduate may hold the graduate proxy for that school. Votes present at the meeting shall not be assigned as proxy.
3. A quorum at the Annual Meeting shall be one third of the eligible votes in order to do business-requiring voting.
4. At all meetings at which a quorum is present, a majority of the votes present shall constitute a decisive vote on all business or policy matters, except for the election of new members and for amendments to the bylaws, which shall require an affirmative vote of three-fourths of the eligible votes present.
5. The first order of business of the Annual Meeting following the call to order and roll call, shall be Membership Status. Voting rights shall be reflected immediately following a vote to change a member's status.
6. A notetaker will be chosen at each Annual Meeting by the conference commissioner. The notetaker will submit the notes to the Graduate VP no later than one week after the Annual Meeting.
7. Annual Meeting minutes, and any new changes to bylaws approved at the annual meeting, must be made available to all teams no later than two weeks after the Annual Meeting.

Section 2: Executive Committee

1. The Executive Committee, except the Conference Commissioner, shall be elected each year at the annual meeting. The Conference Commissioner shall be elected every two years at the annual meeting. The composition and duties of the Executive Committee is as follows:



- A. UNDERGRADUATE PRESIDENT - Shall be chief undergraduate officer, shall preside over the annual meeting, represent SAISA as the undergraduate officer at the annual meeting and shall vote at the SAISA annual meeting only to break ties.
- B. UNDERGRADUATE NORTH AND SOUTH VICE PRESIDENTS - Shall work with the president to actively recruit new schools, to maintain contact with existing schools, to ensure quality racing in that division of SAISA. The constituents in that division only shall elect them.
- C. CONFERENCE COMMISSIONER - Shall enforce the rules and policies of SAISA and ICSA within the conference and shall run the office of SAISA by keeping and updating the records of SAISA, specifically, regatta report forms, team rosters, RP forms, the bylaws, and the schedule, and shall serve as the contact between SAISA and both the ICSA and the other conferences, and shall serve as the SAISA graduate representative to the ICSA annual meeting.
- D. GRADUATE VICE PRESIDENT - Shall assist in handling problems arising in the conference during each semester by maintaining contact with member schools and the executive committee.
- E. GRADUATE TREASURER - Shall handle the funds of SAISA through billing and collecting dues, preparing a budget, and presenting an annual report of expenditures, income delinquent dues. He shall pay the bills of SAISA as determined by the executive committee.
- F. UNDERGRADUATE NORTH AND SOUTH WOMEN'S COORDINATORS - Shall promote sailing among women in SAISA through maintaining contact with member schools, with women's teams, and encouraging participation by women in that division of SAISA. The constituents in that division only shall elect them.
- G. SOCIAL MEDIA COORDINATOR/WEBMASTER – Shall handle the online presence of the conference in a timely, accurate and inclusive manner.
2. Ad hoc Committees
- A. There shall be a number of ad hoc committees whose chairperson shall be elected at the annual meeting.
3. ICSA National Committees: The Conference Commissioner shall appoint SAISA Graduate members to the following ICSA committees. No individual may hold more than three committee positions.
- A. All-America Selection
- B. All-Academic Selection
- C. Championships
- D. Communications
- E. Eligibility
- F. Hall of Fame Selection
- G. Inter-conference Scheduling

SAISA BYLAWS

- H. Procedural Rules
- I. Other ad hoc committees