

COLLEGIATE GYMNASTICS JUDGES ASSIGNING SYSTEM GUIDE

2010 SEASON

Updated 9/5/09, Robin Ruegg
Changes shown in bold

Welcome/Overview of JAS

Welcome to the **2010** NCAA Women's Gymnastics Season! This guide is meant to help you through the process of entering your availability for judging NCAA women's gymnastics meets this season. Note that there are two attachments, one is the step-by-step process including screen shots, and the other is judging fee information.

All collegiate gymnastics teams, Divisions I, II and III, must have their judges assigned through the Judges Assigning System (JAS) in order to use their scores for qualification to the NCAA Regional Championship. Every meet—from the first meet of the season through the last meet, is part of the National Qualifying System.

This is the **sixth** year of operation for the JAS. It is a web-based program where each judge enters his or her availability. Coaches or institutions enter their need for judges for particular meets. **Twelve** assigners then match up judging availability with the available meets.

The National Association of Collegiate Gymnastics Coaches/Women (NACGC/W) worked with NAWGJ (National Association of Women's Gymnastic Judges) to create the JAS. The NACGC/W "owns" the system, and NAWGJ through the assigners, operates it for them. JAS's purpose is:

- To eliminate bias
- To eliminate the real or perceived pressure/intimidation factor
- To increase consistency in officiating across the country
- To control expenses
- To eliminate the opportunity for coaches to select judges, and for judges to select which meets they will judge, resulting in more objective assignments
- To create accountability
- To improve professionalism and objectivity
- To create a system for impartial assignments for meets and events
- To lay the groundwork for future development of an educational component.

Thank you for your cooperation in following these guidelines to assure that the system works to fulfill these purposes.

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Expectations of Judges

The Judges Assigning Committee of the NACGC/W requests judges to:

1. Apply the JO rules with NCAA collegiate modifications.
2. Apply the NCAA rules and modifications consistently throughout the season.
3. Judge all meets the same way from the first meet – senior night –NCAA championships.
4. Judge what they see and not who the person is or how she performed in past meets.
5. Flash scores and Start Values simultaneously according to Open Scoring.
6. Not discuss scores or their impressions of competitors with other judges.
7. Not review “unwritten rules” with other judges prior to meets.
8. Not have preferences on where or with whom they judge.
9. Are only permitted to give available dates and distance willing to travel.
10. Reinforce the use of the yellow card system; supply their own yellow cards.

And for Assigners:

11. Ensure judges are assigned to all events during the season; do not allow judges to request events.

Please note that judges are also expected to follow the NAWGJ Code of Professional Responsibility http://www.nawgj.org/code_of_professional_responsibility.htm. Discipline action may be taken if this is violated.

Host Institution Responsibilities

Host Institutions requesting judges for this season must:

- Meet the basic principles of the JAS or judges will not be assigned.
- Have all judges assigned with the JAS, or the meet scores will not be calculated in the RQS.
- Compensate judges the NAWGJ rate, at a minimum. (Attached)
- Secure travel arrangements for the judges.
- Provide information on ground transportation and hotel arrangements for judges who are traveling a distance.
- Provide a written and signed contract to each judge within 10 days after the judge has been assigned.

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Timeline for Judges:

- Sept 8, 2009: Judges begin entering their data into the JAS web based database.
- Oct 1, 2009: Judges complete data entry into JAS. If you have difficulties with the system, you may email the National Assigner, or a NAWGJ director for assistance.
- Nov 15, 2009: **Assigners will have judging assignments completed. You can check the JAS system as we start assigning in October, but there may be changes up until the Nov 15th deadline.** The National Assigner will assign Conference meets and will attempt to complete these assignments by this date.
- Dec 1, 2009: Institutions mail out all contracts to judges. They should include travel information, directions, and emergency contact information on the day of competition at the arena, per diem or meal arranged, and hotel or local transportation in the material issued to the judges. Institutions will make travel arrangements for the non local judges.
- Dec 15, 2009 Institutions will notify their assigner, if the officials do not return contracts within 10 working days.
- Jan, Feb, Mar 2010 Periodically check the JAS site for updates on assignments (event changes etc). Delete dates for which you are no longer available and add dates that become available.

Changes for 2010:

The NCAA Women's Gymnastics Committee recommended the following for the Judges Assigners System in 2010:

- a. The committee supported that emergency funds may be used to help Division III schools cover incremental expenses when flying in officials needed to host competitions with Division I schools.
- b. The committee supports JAS Out-of-Area specification increased to 200 miles for Division I category A schools when assigning officials.

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From 2009 (no change in 2010, just a reminder):

The following order should be used when assigning judges:

- 1) Assign local judges;
- 2) Assign out of area judges;
- 3) Assign meet referees (last).

Please note this is a significant change from past assigning practice. The rationale is that many times judges are “pulled” from the JAS system by an out-of-region assigner. This escalates travel costs for a college that then must spend extra money to bring in a judge from out of area when a local judge may have been available initially.

From 2008 (**Change in mileage for DI-A noted for 2010**):

- Schools are now divided into categories based on NCAA divisional and/or football classifications. Officials will be assigned using these parameters. 50% of the officials must be assigned from out of state or out of area using the distance parameters. There are NO travel waivers.

Out of area categories, mileage based on one-way:

Category A = FBS (I-A) – **200 miles**

Category B = FCS/Division I (I-AA and I-AAA) – 100 miles

Category C = DII – 50 miles

Category D = DIII – exempt from the out of area requirements

Regarding the JAS system, additional information is being requested for 2010. These fields have changed under the “Enter Basic Information” tab.

- **Due to TSA air travel requirement, you must now enter your middle name and sex. Schools will also ask for your birth date, if they book an air flight for you. The name on the airline ticket MUST match your photo identification—driver’s license etc.**
- **Regional information--when you enter your state, a field will automatically indicate in which NCAA Region you live. The assigners will use this information to assure that we are “mixing up” assignments between judges in different NCAA Regions.**
- **Contact Information--you will be asked whether the assigner or school personnel may share your email address and cell phone numbers with other judges assigned to the same meet. Assigners cannot release this information unless you answer “Yes” to approve it. (We had many requests as it is much easier for meet logistics if your fellow judges can contact you.)**

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Additional Information of Interest to Judges

- You are expected to wear the official NAWGJ uniform when judging collegiate level meets. This requirement has been indicated in the standard NCAA contract and on the fee schedule for many years.
- You are expected to return signed contracts to institutions within 10 days.
- If you turn down a meet, you will not be assigned a meet for the same weekend.
- In an emergency, contact the host institution first. The institution will work with the assigner to secure a replacement or rearrange the competition. For scores to count towards post season NCAA competition, events must be judged by two officials, and those officials must have been assigned through the JAS.
- For Division I and II Institutions, you should not be assigned more than twice at home or twice “on the road” with the exception of Conference and Post Season Competitions.
- For Division III Institutions, you should not be assigned more than three times at home or three times “on the road” with the exception of Conference and Post Season Competitions.
- A non-judging separate meet referee is excluded from the two meets restriction. (Three meets for Division III)
- Assigners will try to assign officials from the same state to different events whenever possible.
- Generally, the highest rated official on a panel will be the chief judge.
- New JAS judges (new to collegiate judging) are required to complete ONE of the following prior to judging their first collegiate meet:
 - Practice judge at an inter squad meet with a certified official;
 - Practice judge at a regular season competition; or
 - Attend the College Judging Symposium (last held in 2007)

Judges’ Affiliation

The NCAA Gymnastics Committee adopted a code of ethics for judges that includes this statement on affiliation, “No judge with an affiliation with an NCAA institution that sponsors women’s gymnastics will be assigned to the national championships; however, a judge may be assigned to a regional competition where he or she is not affiliated. Examples of affiliation would be, but are not limited to, coaching-staff member, works for spouse or relative of a coach, former team member, relative of a gymnast or parent of a team member, member of an athletics-related booster club, gymnastics alumni and/or coach that has been away from the program for less than five years. Any individual with a current financial interest in a coach or team is not eligible to serve as a judge. However, regular-season meets to be used for qualification for the for the NCAA championships may be judged by an employee or full-time student of a participating institution, if all coaches agree in writing to the host institution at least 10 days before the competition.”

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Frequently Asked Questions

I am assigned to the National and/or a Regional NCAA meet. How do I make sure I judge at least four regular-season meets before I judge the championship meets?

This is confidential information that the NCAA has requested that you not share. The NCAA works through prescribed channels to inform the JAS National Assigner which judges are assigned to Championship Meets. The National Assigner oversees the JAS and works with the Assigners so that each championship judge has at least four meets. Of course, if you enter a number of dates that you are available to judge, it is easier to be assigned four meets.

Why can't I get the assigner contact information?

In the past, we have had significant issues with numerous judges soliciting meets for themselves (a serious ethics violation), and inundating the assigners with emails and phone calls. Through a consensus decision, the assigners have agreed that we will release all of their email contacts on Nov 15th. Additionally, your assigner will email you his/her contact information when you are assigned to a particular school.

Is it true that if your scores are too low, the coaches kick you out?

No. That is one reason the JAS was created—to eliminate the intimidation factor.

What are yellow card procedures?

From the 2009-10 NCAA Rules Modifications:

6.5 UNSPORTSMANLIKE CONDUCT.

The following procedures may be executed by any panel judge, chief judge or the meet referee (MR) and will appear as a neutral deduction on the score sheet.

a. Gymnast's unsportsmanlike conduct:

1. First-time will be a warning (MR is notified).
2. Second-time the MR is notified and there will be a .10 deduction taken from the gymnast's score for that event by the MR or chief judge.

b. Coach's unsportsmanlike conduct:

1. First-time will be a warning -- yellow card (MR is notified).
2. Second-time MR is notified there will be a .10 deduction taken from the team score by the MR for each violation.

Note that there is no "red card." Rather, the second yellow card is when a deduction is taken. Judges are expected to carry their own yellow card.

How do I get more judging assignments? It seems like I never get picked.

*Be available. The more dates you are available and the fewer restrictions you have, the more likely you are to be assigned to a meet. **Since the 2009 season**, the assigning procedures have*

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changed dramatically—first the assigners will assign local judges, then out-of-area judges, and then the meet referee.

Do the Collegiate Assigners assign the Conference meets?

No, the National Collegiate Judges Assigner (Robin Ruegg) assigns the Conference meets (Big 10, Big 12, Pac 10, SEC, MAC, WIAC etc.) after consultation with the Collegiate Assigners.

Do the college assigners assign NCAA Regional and National competition?

*No, that is done by the NCAA Gymnastics Committee. **Assigners have nothing to do with choosing judges for the NCAA Regional or National competition.***

How are judges chosen for NCAA Regional or National competition?

*The procedure is described in the NCAA Championships Handbook for Gymnastics. **The 2010 Handbook is not yet available as of this writing, but watch the NCAA site for updates. Here is the link to the 2009 Championships Handbook:***

http://web1.ncaa.org/web_files/champ_handbooks/gymnastics/2009/wgymnastics_handbook.pdf

Other forms and information about gymnastics from the NCAA can be found at:

<http://www.ncaa.org/wps/ncaa?ContentID=1082>

National Collegiate Judging Assigner Contact Information:

Please feel free to contact me with any concerns or questions. On behalf of the collegiate assigners, best wishes on your 2010 season. We are here to help!

Robin Ruegg
National JAS Assigner

Email: rrjas@comcast.net

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www.nawgj.org to view updates for judges

List of Attachments

How to Enter Data into the JAS System (includes screen shots)
Judging fees—NAWGJ