

NAIGC Code of Conduct
Version 6.1 / Last Amended 01/21/2026

I. Introduction and Purpose

- A. Part of the mission of the National Association of Intercollegiate Gymnastics Clubs (“NAIGC” or “the Organization”) is to support and encourage rewarding participation in collegiate and adult club gymnastics. The pursuit of this mission depends, in part, on ensuring the safety of all members and preserving NAIGC’s professional standing and image both within and outside of the gymnastics community. This mission is possible only through the actions of the NAIGC’s individual and club members; therefore all individual and club members are responsible for sustaining the ethical standards of the Organization and of the broader community in which it functions.
- B. To ensure that all members understand their obligations, the NAIGC adopts the following statement of ethical expectations—the NAIGC Code of Conduct (“Code”). This Code is not an all-inclusive set of rules governing every possible scenario. Instead, along with some specific rules, this Code offers general principles and core values designed to help guide the conduct of all NAIGC members and all individuals acting on behalf of or in partnership with NAIGC. In that spirit, this Code should be construed in accordance with its purposes and not strictly limited to the text contained within.
- C. We expect all members to commit to these guidelines willingly and voluntarily, recognizing the value and importance of our shared standards.

II. Covered Individual

- A. Individuals covered by this Code, hereafter referred to as Covered Individuals, include but are not limited to:
 - 1. Any current or prospective NAIGC member (individual, coach, or club);
 - 2. Judges, vendors, sponsors, contractors, spectators, non-member participants at NAIGC events;
 - 3. NAIGC Board Members, volunteers;
 - 4. Employees, agents, and representatives acting on behalf of NAIGC; or
 - 5. Any other NAIGC partner or affiliate

III. Expected Conduct

- A. Non-Exhaustive List of Proscribed Conduct: In any function in which NAIGC members participate—including but not limited to NAIGC Sanctioned Events—it is inconsistent with the privilege of membership and participation in NAIGC for any Covered Individual to:
 - 1. Fail to follow the safety guidelines established by the NAIGC or its designees, or otherwise knowingly subject themselves or another person to unreasonable physical or emotional risk;
 - 2. Engage in abusive or unfair conduct, especially attempting to injure, disable, or intentionally interfere with the participation of another person;

3. Discriminate in the provision of resources or opportunities to any other Covered Individual on the basis of race, sex, creed, sexual orientation, gender identity, age, national origin, or mental or physical disability;
 4. Attempt to intimidate, embarrass, or improperly influence any individual responsible for judging or administering the event or any sponsor or partner participating in the event;
 5. Attempt to intimidate, embarrass, or improperly influence NAIGC Board members, staff, or volunteers through social media, email, or other platforms.
 6. Act inconsistently with any NAIGC policy;
 7. Knowingly or recklessly (1) publicly misrepresent the policies or actions of the NAIGC or its authorized representatives; (2) publicly misrepresent the NAIGC's image or reputation, or otherwise cause the NAIGC's image or reputation to be marred; (3) publicly misrepresent one's own professional qualifications, education, experience, eligibility, or criminal record; or (4) publicly disseminate false or misleading information about another member or sponsor or partner;
 8. Refuse to fully and honestly cooperate with or otherwise obstruct, in a material way, any formal review or investigation conducted by the NAIGC under Section 5 or any enforcement by the NAIGC under Section 7 of this Code;
 9. Violate any applicable federal, state, or municipal law, including but not limited to (1) using or providing to a third party any drug prohibited by applicable federal, state, or municipal law, and (2) providing, or attempting to provide alcohol to, those under the legally-applicable drinking age, or consuming alcohol while under the legally-applicable drinking age;
 10. Or act in any substantially similar way that is inconsistent with the mission of the NAIGC or the purposes of this Code.
- B. We rely on our covered individuals to encourage and support each other in upholding these principles.
- C. Conflict with Applicable Laws: The provisions of this Code shall be construed consistently with any conflicting applicable law.

IV. Reporting Suspected Violations

- A. Under all but the most egregious of circumstances, any individual or organization who believes that a Covered Individual has failed to meet their obligations under this Code is encouraged to first address their concern directly to that member or participant.
- B. If attempts at informal resolution are not successful, a written report can be submitted to the Director of Operations (DO). The DO will inform Officers that a report has been filed.
 1. If the Director of Operations has a conflict of interest in the matter, the infraction shall be reported to the President. If both the President and Director of Operations have conflicts of interest, they should reach out to the remaining members of the Board.
 2. All future references to the DO in this policy will default to the responsible party determined via IV.B.1.

- C. The written report shall specify:
 - 1. The exact nature of the alleged violation;
 - 2. Details regarding the policy, rule, or procedure allegedly violated;
 - 3. A specific statement that the individual wishes to initiate a report pursuant to the procedures contained in this Code.
- D. Within seven (7) workdays of receiving the written report, HR shall address the report with a written response.
- E. While supporting information or clarification may be requested or presented in subsequent steps of the process, the individual is responsible for identifying all relevant issues and allegations when filing the initial report. No additional matters may be raised once the written report is filed with the DO. Additional allegations may be addressed only through submitting subsequent written report(s). At the discretion of the DO, multiple reports filed by one or more individuals may be combined into a single report, if such an action promotes a more meaningful review of the matter.
- F. Reports can be withdrawn by the individual(s) and/or organization(s) who initially filed the report at any time.
- G. In the case of suspected illegal activity, an individual should also file a report with local law enforcement
- H. Retaliation of any type shall not befall any person for participating in the procedure set forth herein. Individuals engaged in such retaliation will be subject to disciplinary action. A violation based upon retaliation may be treated as a separate offense and is covered under this Code.

V. Formal Review

- A. Once the DO becomes aware of a suspected violation, they shall have sole discretion to determine what course of review, if any, shall be taken. This decision may include, but is not limited to, a determination that review is not warranted, or that an investigation (internal or external) will be conducted into the circumstances of the suspected violation.
 - 1. If the DO decides that a review is not warranted, that decision must be upheld by a NAIGC board vote. If the decision is upheld that a review is not warranted, the DO will notify the reporting individual(s) and/or organization(s).
- B. If HR determines that a review is warranted:
 - 1. A Review Panel shall be appointed, within a reasonable amount of time, by the DO and be composed of five (5) NAIGC volunteers.
 - a) No one with a personal or professional interest in the outcome of the report is eligible to serve on the Panel.
 - 2. The panel shall review the written document and may gather any other information from such sources as they deem necessary and relevant to the report.
- C. After considering all of the relevant information, the panel shall render a written decision, within twenty (20) business days following receipt of the written report.
- D. The panel shall promptly deliver the decision to the individual(s) and/or organization(s) who filed the report.
- E. If the report is upheld, sanction procedures outlined in Section VII shall be followed.
- F. General Counsel shall not be permitted to act as a representative for any party throughout this process.

VI. Appeal

- A. Either party may, within five (5) business days of receiving the Section V. decision, submit a written request to the DO to appeal the decision through the establishment of an Appeal Panel.
- B. The request to appeal shall include a clear explanation of why the individual disagrees with the Section V. decision.
- C. An Appeal Panel shall be appointed, within a reasonable amount of time of receiving the request for appeal, by the DO and be composed of five NAIGC volunteers.
 - 1. No one with a personal or professional interest in the outcome of the report and no one on the original review panel is eligible to serve on the appeal panel.
- D. As needed, the Panel will meet with either party the individual and any other person deemed by the Panel to have relevant information about the subject of the report.
- E. Within twenty (20) workdays of the Panel receiving the request for appeal, the Panel shall submit their written decisions to the DO.
- F. Within five (5) workdays of receiving the Panel's decision, the DO will provide written notification to both parties the individual of the final disposition of the report. Such a decision will be final and binding on all parties.

VII. Disciplinary Sanctions

- A. If the Review Panel or Appeal Panel (whichever one upheld the violation) determines that a violation is sustained, the DO may choose to impose disciplinary sanctions on the violator(s). The DO shall permanently record the original written report, written decision, and any associated sanctions, all of which shall be communicated to the NAIGC Board.
 - 1. A summary of the decision, including name of individual/group, sanction, and summary of infraction, will be recorded in the NAIGC Hosted Event Judge & Membership Database
 - 2. If any candidate in the NAIGC Board election has a code of conduct violation, that will be reported to the Nomination Committee. The Nomination Committee chair will send an email to the DO to cross reference the candidates running with the record of violations
 - 3. If a violation is dismissed, no written documentation shall be shared with anyone outside of the necessary parties who are already informed that a report was filed.
- B. Sanctioning may include, but is not limited to, any of the following:
 - 1. Written or oral counseling or reprimand by the Review Panel or Appeal Panel (whichever one upheld the violation) or another appropriate organization;
 - 2. Submitting a signed, written letter of apology to the appropriate organizations and/or individuals that, at a minimum, is pre-approved by the Review Panel or Appeal Panel (whichever one upheld the violation), expresses personal accountability for the violator's conduct, and explains that the violator's conduct is inconsistent with this Code and the mission of the NAIGC;
 - 3. Any necessary monetary or other restitution to the appropriate organizations and/or individuals;
 - 4. Punitive fines in an amount to be determined by the Review Panel or Appeal Panel (whichever one upheld the violation);
 - 5. Probation or suspension of the individual violator's and/or violator's club's and / or organization's continued participation in NAIGC activities for a specified

period of time, including but not limited to (1) the conditioning of continued participation upon satisfaction of specifically-described requirements set by the Review Panel or Appeal Panel (whichever one upheld the violation), and (2) the loss of the right to host NAIGC events and/or revocation of existing event sanctions;

6. Termination of the individual violator's and/or violator's club's membership or organization's partnership / sponsorship, with or without the possibility of future reapplication for membership / partnership / sponsorship;
 7. Referral of the violation and evidentiary record to (1) the violator's school, any appropriate honor or judiciary committees, and/or to the violator's parents / guardian if the violator is a minor; (2) the appropriate local, state, or federal law enforcement authorities, or to any other appropriate organization external to NAIGC; or (3) an attorney or court of law for the purposes of pursuing appropriate legal action against the violation;
 8. Termination of any in progress or outstanding contracts between the NAIGC and the violating party;
 9. Or any other substantially similar relief that is needed to fully effectuate the purposes of this Code as outlined in Section 1 and the mission of the NAIGC.
- C. After the Review Panel or Appeal Panel (whichever one upheld the violation) selects the appropriate disciplinary sanctions, the Review Panel or Appeal Panel (whichever one upheld the violation) will inform, in writing, the reporting individual(s) and/or organization(s) and the violator(s). This notice shall, at a minimum, (i) indicate that the suspected violation was sustained, (ii) concisely explain the factual findings and reasoning underlying the Review Panel's or Appeal Panel's (whichever one upheld the violation) determination, and (iii) describe the specifics of any disciplinary sanctions imposed and the consequences of failing to satisfy any conditions of those sanctions. The Review Panel's or Appeal Panel's (whichever one upheld the violation) factual findings, disposition of the violation, and disciplinary sanctions shall become effective immediately and are final.

VIII. Timelines

- A. The President, if unbiased, may determine that special circumstances or the nature of the violation are such that additional time will allow for a more meaningful, well-supported resolution of the matter, then the President may grant an extension of a specific amount of time in writing, delivered to all parties with a need to know.

IX. Confidentiality

- A. At all times during and following the Code of Conduct process, all involved members shall take all reasonable precautions to protect the identity of all involved parties and all related information.

X. Amendments

- A. This document may be amended by the NAIGC Board.