

**OPERATING PROCEDURES
OF THE
TEXAS ASSOCIATION OF SPORTS OFFICIALS – BASEBALL DIVISION
ARTICLE I**

SECTION I: NAME

This organization shall be known as the TEXAS ASSOCIATION OF SPORTS OFFICIALS – BASEBALL DIVISION, hereinafter referred to as TASO-Baseball, a division of the SOUTHWEST OFFICIALS ASSOCIATION, INC. (SOA), a Texas non-profit corporation, d/b/a TEXAS ASSOCIATION OF SPORTS OFFICIALS, hereinafter referred to as TASO.

SECTION II: PURPOSE

The purpose of this Division shall be to foster and promote high school and junior high school competition in the game of Baseball by:

- A) Advancing ideals of good sportsmanship and fair play through qualified officiating in Baseball, and respect for the authority of Baseball officials at junior high and high school levels.
- B) Providing educational programs to advance the skills of Baseball officials at all levels of competition.
- C) Conducting public information programs that will encourage appreciation for the skill and competence of Baseball officials.
- D) Placing special emphasis on developing concepts of good sportsmanship among the youth of the nation, both as competitors and as spectators.
- E) Conducting studies and analysis of Baseball rules to identify sources of officiating problems and seek solutions in cooperation with appropriate rule-making bodies.
- F) Developing and maintaining a membership consisting of experienced and capable Baseball officials whose integrity is above reproach and who are actively engaged each year in officiating games.
- G) Fostering a high standard of ethics, encouraging fair play and sportsmanship, and promoting closer cooperation and better understanding among officials, athletic representatives, coaches, players, and the media.

SECTION III: DISTRICTS AND CHAPTERS

A) Districts

1. The Baseball Division shall be divided into geographical districts as determined by the TASO-Baseball Division Board of Directors. Chapters shall be assigned to districts by the Board (except for single chapter districts as defined below). The geographical districts and the single chapter districts shall be reassigned at the first board meeting after July 1, 2004 and every two years thereafter.
2. The Division Board shall declare a chapter to be eligible to be a single chapter district if the Chapter has over 125 paid members as of July 1 for two consecutive years, and the chapter may apply to the division board for standing as a single-chapter district.
3. The Division Board at its first meeting after July 1, 2004 and every two years thereafter shall review the membership status of each single chapter district. If a single chapter district has less than 125 paid members for the last two consecutive years, it shall lose its status as a single chapter district and be assigned to a district with other chapters in the same geographical area.

B) Chapters

1. Chapters may be formed in any area in which 25 or more members meet to discuss rules and provide umpire services to UIL sanctioned baseball games as well as any other umpire services to organized amateur baseball leagues.
2. Only one chapter may be established in any county in the state of Texas unless authorized by the TASO-Baseball division board.

3. Chapters must maintain financial statements on file at the local chapter level to be reviewed by the TASO-Baseball Division board of directors and/or the TASO Board of Directors upon request.
4. Each chapter shall obtain proper tax identification numbers and shall be required to keep copies of all tax filings with the IRS on file at the local chapter level to be reviewed by the TASO-Baseball Division board of directors and/or the TASO Board of Directors upon request.
5. Applications for approval of a new chapter must submit the following items to be considered for establishment of a new chapter by the TASO-Baseball Division Board of Directors:
 - A constitution and by-laws for the chapter that conforms to the standards of TASO as determined by the TASO Executive Director.
 - A list of at least 25 members that will pay state dues if a new chapter is approved.
 - A list of schools to be serviced by the new chapter that is supported by letters from the athletic director of the schools in question that the school district will support the new chapter and have that new chapter provide umpires for that school district's games.
 - A list of officers and directors with addresses, phone numbers, and e-mail addresses (if available) of the new chapter if approved.
 - Any other information or items requested by the TASO-Baseball Division Board or the TASO Executive Director.
6. New chapters may be approved by a majority vote of the TASO-Baseball Division Board of Directors.
7. Each chapter shall have a minimum of two (2) representatives in attendance at the annual meeting.
8. New Chapters approved by the Baseball Board will complete mandatory three (3) year probation.

ARTICLE II: Board of Directors, Officers and Directors

Section I: Board of Directors

- The Division Board shall include a President, Vice-President, and Immediate Past President, the Executive Director of TASO or his/her designee, District Directors, and ex-officio, nonvoting members chosen by the Board. Ex-officio members may include a representative from the University Interscholastic League, the Texas High School Baseball Coaches Association, and any other individuals appointed by the President with the approval of the District Board.
- The Board shall hold at least one (1) meeting per year prior to the Annual State Meeting. Special meetings shall be called by the President when requested to do so by a majority of the Board of Directors.
- A majority of the voting members of the Board of Directors at a called board meeting shall constitute a quorum.
- Each elected or appointed member of the Division Board must be a member in good standing with the TASO-Baseball Division.

Section II: Officers

- The officers are President, Vice-President, Immediate Past President and the Executive Director of TASO or his/her designee.
- The term of office for President is two (2) years. He/she may be elected to no more than two (2) consecutive terms in office. After being out of office for two (2) years, one may be re-elected to the office of President. The President shall be elected by majority vote of the eligible membership by the date of the annual meeting in 2004 and every two years thereafter by procedures established in the TASO by-laws. His/her term of office shall commence on July 1 after election.
- The term of office for Vice President is two (2) years. He/she may be elected to no more than two (2) consecutive terms in office. After being out of office for two (2) years, one may be re-elected to the office of Vice-President. The Vice-President shall be elected by majority vote of the eligible membership by the date of the annual meeting in 2004 and every two years thereafter by procedures established in the TASO by-laws. His/her term of office shall commence on July 1 after election.
- The term of office for Immediate Past President is for a period from the time that he/she left office as President until the current immediate President has left office.

- The Division Board may fill a vacancy in any office except President. If the office of President becomes vacant, the Vice-President shall become President.
- The officers shall perform their duties as outlined in the TASO By-laws.

Section III: Directors

- Each Director shall hold office for two (2) years or until a successor is duly elected and qualified. Directors from even-numbered districts shall be elected in even-numbered years; directors from odd numbered districts shall be elected in odd-numbered years. Directors shall be elected by a plurality vote of eligible members by April 1 by procedures established by the TASO Executive Director or his/her designee and shall take office effective July 1.
- If a vacancy occurs in the office of District Director it shall be filled by a majority vote of the remaining Directors, with the appointed Director being a member in the District in which such vacancy occurs.
- The directors shall perform their duties as outlined in the TASO By-laws.

Section IV: Per diem reimbursement

- Meal dollar amounts for reimbursement for attending board meetings are breakfast-\$10, lunch \$12, and dinner \$16. At board meetings, in lieu of per diem, the board will eat a dinner together to be paid for by the Executive Director or his representative. A ¾ vote of the Baseball board is required to approve dinner at each board meeting.

Section V: Voting

- Votes may be cast by electronic methods, or by other means.

ARTICLE III: Membership

SECTION I: MEMBERSHIP

1. Members must be age 18 years old or older to be considered for membership in the TASO-Baseball Division.
2. A member must be in good standing and current on fees/dues with a local chapter of TASO to be a member in good standing with the TASO-Baseball Division for the state of Texas.
3. Dual memberships in more than one local chapter within the TASO-Baseball Division are prohibited. A member must be a member of one chapter only. However, if a member is requested to work games for another TASO Chapter or requests to work games in another TASO Chapter, they may do so with the approval of that Chapter's Board of Directors. They will not be required to pay any additional dues to a second chapter in exchange for the privilege of helping out in working games for a chapter other than where their membership dues are paid.
4. The payment of dues to the local chapter and the state TASO Baseball Division does not guarantee the member any number of game assignments and does not guarantee that the member will be scheduled any games.
5. The membership year shall be from July 1 to June 30. The membership fees shall be as follows:

1 st year members	\$25
2 nd year and thereafter	\$50
Division Reinstatement Fee	\$25

All annual membership fees and reports shall be due from the local chapter postmarked no later than July 1st. A late fee of 10% of the total balance due shall be assessed to chapters who do not timely remit the annual statement membership fees and reports. Chapters can set a date for members to submit their dues that allow the chapters to postmark their state renewal dues by the July 1st deadline.

6. Members shall be classified as Certified, Approved, or Registered. The member shall be classified by accumulating the appropriate number of proficiency units, minimum exam score, and TASO-Baseball years of membership as shown below:

	<u>Prior Year Proficiency Units</u>	<u>Prior Year Exam Score</u>	<u>TASO Baseball Experience</u>
Certified	75 or more	70 or above	7 years or more
Approved	50 or more	70 or above	2 to 6 years
Registered	-	70 or above	Less than 2 years

Section II: Proficiency Units

Proficiency units are earned by number of years of experience, the prior season's exam score, attendance at the state meeting or district rules change meeting, and number of games worked the prior season. Units are earned according to the following charts:

TASO Rules Examination Grade

Grade	Units	Grade	Units
95-100	30	80-84	15
90-94	25	75-79	10
85-89	20	70-74	5

Completed Years of Experience

Years	Units	Years	Units
10 or more	20	5	10
9	18	4	8
8	16	3	6
7	14	2	4
6	12	1	2

Clinic Attendance

Mandatory Local Rules Clinic- 10 Units

Annual State Meeting- 5 Units

District Clinic- 5 Units

Contests Worked

(1/2 for Sub-Varsity game- 1 for Varsity Game)

Contests	Units	Contests	Units
17 or more	30	4-7	15
13-16	25	1-3	10
8-12	20		

ARTICLE IV: UNIFORMS

HATS	Navy blue fitted hats will be worn. Only hats with "TASO" lettering will be permitted and ONLY IN TASO-BASEBALL AND UIL ASSIGNED GAMES. TASO lettering on caps shall be 1 3/8" block lettering- Red with white trim.
SHIRTS	The TASO-Baseball approved shirt will be navy blue knit with red and white stripes on sleeves and collar. Crew option shirts may be light blue with red, white and blue stripes on sleeves and collar, red with white and blue stripes on sleeves and collar, or cream with black stripes on sleeves and collar. Crew must be uniform.
UNDERGARMENTS	If any undergarment is visible, it must be navy blue or red in a contrasting color to the shirt worn. Crew must be uniform.
BELTS	Black leather.
PANTS	Medium heather gray with belt loops and large enough in legs to fit over shin guards.
BALL BAGS	Medium heather gray to match the pants, or navy blue. If two bags are worn, both must be of the same color. Ball bags are never to be worn on the bases. The TASO logo on ball bags is optional.
SOCKS	Black, Navy Blue, or Gray.
SHOES	Predominately Black with Black Shoelaces.
PATCHES	NO PATCHES OR NUMBERS ARE TO BE WORN.
TURTLENECKS	A light blue, navy blue, or red turtleneck may be worn under the jacket or pullover as long as it contrasts with the outer garment. Crew must be uniform.
SWEATERS	Navy blue pullover sweater may be worn. The sweater should not be worn over an inside protector when working the plate.
JACKETS	Navy Blue may be worn on the bases and when working the plate.
PULLOVERS	A navy blue pullover with red and white trim.

ALL INCLEMENT WEATHER GEAR SHALL BE NAVY BLUE IN COLOR.

ARTICLE V: AWARDS

Section I: DISTINGUISHED SERVICE AWARD

- The candidate must have been a member of TASO-Baseball for 15 years.
- The candidate must have served as a chapter, district, or state officer.
- The candidate must be recommended by the local chapter of which he/she is a member or the TASO-Baseball Board of Directors.

Section II: HONORARY LIFE MEMBERSHIP

- The candidate must have been a member of TASO-Baseball for 10 years.

- The candidate must have served as a chapter, district, or state officer.
- The candidate must be retired from active membership and baseball umpiring.
- The candidate should have gained prominence as a baseball official in the state.
- The candidate must be recommended by the local chapter of which he/she was a member or the TASO-Baseball Board of Directors.

Section III: ROLL OF HONOR

- A TASO-Baseball “Honorary Life Member” who is deceased is automatically moved to the “Roll of Honor” at the first Board meeting following his/her death.
- If a candidate has not been selected for the TASO “Honorary Life Member”, the candidate must have the following qualifications:
 - The candidate must have been a member of TASO-Baseball for 10 years.
 - The candidate must have served as a chapter, district, or state officer.
 - The candidate should have gained prominence as a baseball umpire in the state.
 - The candidate must be recommended by the local chapter of which he/she was a member or the TASO-Baseball Board of Directors.
 - Any of the above criteria may be waived by the Board to honor a deserving member who is deceased.

Section IV: METHOD OF SELECTING CANDIDATES

- Individuals shall be selected by a committee appointed by the President.
- Nominations may be submitted by any chapter or the TASO-Baseball Board of Directors on nomination forms supplied by the Executive Director of TASO.
- The committee shall review the nominations and make recommendation for approval of candidates to the Board of Directors.
- Approval of Special Awards must be presented to the TASO Executive Director no later than September 1.
- The awards shall be presented at the next annual meeting or at another time as determined by the TASO Executive Director.

ARTICLE VI: SOLICITATION

1. An individual member SHALL NOT:
 - Influence, request or communicate, directly or indirectly, with a coach, athletic director, assigning authority or an athletic governing body to enhance the opportunity for ones assignments in contest which are assigned by any Chapter/Authorized member of TASO as an official.
 - Give, accept or exchange any gift, favor or thing of monetary value or personal gain for possible assignment of any official to a game.
 - Discredit the ability or performance or criticize the assignment of another official to gain the opportunity of assignment for a member or another individual member.
2. A chapter or designated representative of a chapter SHALL NOT:
 - Criticize or censure the ability, performance, or assignment of another chapter.
 - Communicate, directly or indirectly, with a coach, athletic director, assigning authority or an athletic governing body to promote the assignment opportunities for such members of the Chapter in regularly scheduled games or playoff games other than a general program of promotion of that chapter.
3. A Chapter may promote the services of that Chapter in accordance with paragraph 2 above during the authorized period of July 1 to January 1.

- The chapter may provide a roster or scratch list of the members of that chapter that reflects the classification/years of experience of each member or crew. A photo roster book is permissible.
- The chapter may provide the assignment policies and procedures of the chapter for individuals or crews.
- The chapter may state the availability of Chapter members for assignment to Varsity and sub-varsity games, scrimmages, rules discussions with teams/coaching staffs, and to review game films/videos.
- The chapter may conduct a rules seminar/meeting for coaches provided all coaches of all levels are invited at the same time.
- Allow the attendance of a coach at a regularly scheduled meeting. This is not a violation and is encouraged by the UIL.
- Copies of chapter promotions sent to their area coaches shall be kept by the chapter for review by the TASO Executive Director or the TASO-Baseball Board of Directors upon request.

ARTICLE VII: PLAYOFF ASSIGNMENTS AND PROCEDURES

1. BASEBALL PLAYOFF ASSIGNMENT LIST

- Each TASO-Baseball chapter will determine annually a list of members qualified to work UIL-sanctioned baseball playoff games.
- Copies of the typed Chapter playoff list, listed alphabetically by Classification and signed by the Chapter selection committee members, will be sent to each of the following offices no later than April 15th:
 - UIL Athletic Director for Baseball
 - TASO Executive Director or his/her designee.
 - District Director for the District where the chapter is assigned.
- Assignment for playoff games, whether after direct contact with coaches or through the UIL Austin office, will be made only from umpires on the Playoff Assignment List.

2. CRITERIA

TASO Baseball members used for UIL-sanctioned baseball playoff games must meet the following requirements:

- Umpires must be listed as active and in good standing by the TASO office and be in good standing in dues and membership fees with their local chapter.
- Umpires must have scored a minimum of 85 on the rules test given on or before April 15th of the current season.
- Umpires must have attended a Mandatory Rules and District Clinic for the current season.
- Umpires must have attended at least 70% of their local chapter meetings. (Chapters shall form a committee to determine valid reasons for non-attendance at a chapter meeting).
- Umpires must have worked a minimum of 10 high school games during the current season.
- Chapters shall not impose any other requirements that would supercede the requirements listed above.
- Must attend a 3 & 4 Mechanics session during the current season.

3. PROCEDURES

The following procedures will be used to select umpires for all UIL post-season playoff list.

- Each TASO-Baseball Chapter will have a playoff committee of at least three members to review the qualifications of all Chapter members who wish to be considered for playoff assignments.
- The Chapter committee will determine the Chapter members who fully meet the criteria list to qualify for assignment as playoff umpires. Members selected must be fully qualified to work any position and any level of playoff assignments. Qualifications restrictions such as "bases only" or "2A and below only" will not be accepted.
- The list of names of those umpires selected will be submitted to the required offices no later than April 15th.

- Failure to submit the required list to both the UIL and TASO office by April 15th will result in that Chapter having no approved playoff umpires for that season.
- The selection list, listed alphabetically by division, will include the umpire's name, home address and telephone number, e-mail address, and social security number.
- Appeals to a chapter's playoff list may be made to the appropriate District Director. Further appeals may be made to the Division President or the TASO Executive Director or his/her designee. Their decision is final.
- A local clinic or a district clinic will be conducted prior to the start of the playoff season to review three-man/four-man mechanics.

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Amended 8/7/2004

Amended 12/7/2004

Amended 8/6/2005

Amended 4/28/2010