

**REPORT OF THE
NCAA DIVISION III WOMEN'S BASKETBALL COMMITTEE
APRIL 22-24, 2019, ANNUAL MEETING**

ACTION ITEMS.

1. Legislative items.

- None.

2. Nonlegislative item.

- **Automatic qualification.**

- (1) Recommendation. That the NCAA Division III Championships Committee award the following 43 conferences automatic qualification privileges for the 2019 championship: Alleghany Mountain Collegiate Conference; American Southwest Conference; Capital Athletic Conference; Centennial Conference; City University of New York Athletic Conference; College Conference of Illinois and Wisconsin; Colonial State Athletic Conference; Commonwealth Coast Conference; Empire 8 Conference; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Massachusetts State Collegiate Athletic Conference; Michigan Intercollegiate Athletic Conference; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Collegiate Conference; New England Small College Athletic Conference; New England Women's and Men's Athletic Conference; New Jersey Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; North Eastern Athletic Conference; Northern Athletics Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents' Athletic Conference; Skyline Conference; Southern Athletic Association; Southern California Intercollegiate Athletic Conference; Southern Collegiate Athletic Conference; St. Louis Intercollegiate Athletic Conference; State University of New York Athletic Conference; University Athletic Association; Upper Midwest Conference; USA South Athletic Conference; and Wisconsin Intercollegiate Athletic Conference.

Tentative Pool Allocations:

Pool A – 43

Pool B – 1

Pool C – 20

- (2) Effective date. 2020 championship.

- (3) Rationale. All eligible conferences are being recommended for automatic qualification similar to past years.
- (4) Estimated budget impact. None.
- (5) Student-athlete impact. None.

INFORMATIONAL ITEMS.

- 1. 2018 annual meeting report.** The NCAA Division III Women's Basketball Committee reviewed and approved the 2018 annual meeting report as submitted.
- 2. Division III Championships Committee reports.** The committee reviewed reports from the past year, noting items applicable to women's basketball.
- 3. Women's Basketball Coaches Association (WBCA) Division III meeting.** The committee discussed the bulletin provided to the coaches at the meeting.
- 4. National and regional advisory (RAC) committees.** The committee reviewed the national committee and RAC rosters. Due to term expirations and resignations due to job changes there will be five. The committee expressed concern about the lack of continuity and lack of experience on the committee this will cause. The committee agreed to submit a letter to the nominating committee to seek a term extension for Kris Huffman as she was appointed as a replacement and has only served three years. The letter is attached to the report.
- 5. Evaluation regions.** The committee reviewed the regional alignments by conference and noted the potential conference membership changes and institutions that may be dropping or adding women's basketball. Staff was directed to confirm all changes once the membership reports are available in September.
- 6. Championships Committee Feedback.** The committee reviewed questions from the championships committee regarding regional realignment and bench sizes.
 - a. Regional realignment. The committee reviewed the proposed realignment and the posed feedback questions and reaffirms its previous response that it does not believe alignment in Region X benefits the Southwest as it eliminates any in-region bus-trip opponents. Also included in its feedback to the championships committee, the women's basketball committee suggested one change in conference alignment. The suggested change is to move the New England Women's and Men's Athletic Conference from Region I to Region II, and the Massachusetts State Collegiate Athletic Conference from Region II to Region I.

- b. **Bench size.** The committee responded to the posed feedback questions regarding increasing bench size. While the committee supports the idea of providing the opportunity for more student-athletes, it does not support the increase to bench size due to facility constraints at some venues. Simply, there is not enough space to accommodate more on the bench in every venue. The committee thinks it is better to have a consistent experience from site to site and from round to round. The bench size also is consistent with Division II women's and Divisions II and III men's basketball. Division I men and The committee also expressed concern that there would be an unintended consequence of providing a competitive advantage for teams that could afford to send more student-athletes since it would be at institutional discretion. It also could be problematic for an institution that might drive to the first/second-rounds, but require air travel to sectionals and/or the finals site. Typically, air travel is more expensive to add student-athletes than it is for ground transportation to add.

- 7. **Women's basketball strategic plan presentation.** Lynn Holzman, NCAA vice president of women's basketball, Tina Krah, NCAA director of women's basketball, and Sandy Hatfield Clubb, senior partner for the Pictor Group, presented the updated strategic plan presentation to the committee via webinar. The committee offered a suggestion that the group look to provide promotional material to institutions to help promote the strategic plan. The committee expressed its appreciate to the group for including their input in representing Division III.
- 8. **Officials.** The committee heard a report from Mary Toberman, NCAA Division III women's basketball coordinator of officials. Ms. Toberman reported on the conference officials ambassador program, the training video for table crews, and discussed plans to work with conference coordinators on avoiding assignment conflicts with other divisions during championship assigning.

One initiative Ms. Toberman asked to be implemented is requiring technical foul/unsportsmanlike conduct reports to be submitted during the regular season, similar to Division I. Staff was directed to explore this option for Division III.

Ms. Toberman reviewed with the committee the change in the way officials are assigned to the semifinal/final site, which was approved last year for implementation for the 2020 championship. Instead of a crew coming from the three regions (which rotate from year to year), each region will have one official selected to work the finals, and the three regions for the year will have a second official selected to work the finals to fulfill the remaining positions (regions to continue to rotate from year to year).

The committee also reviewed the officials history chart.

- 9. **2019 NCAA Division III Women's Basketball Championship review.** The committee reviewed the 2019 championship.

- a. Teleconferences. The committee discussed the various teleconferences that are conducted throughout the season.

The committee discussed providing more training/guidance for the new national committee members. A national committee mock ranking training teleconference will be add the week between the regional advisory committee (RAC) training teleconference and the mock ranking teleconference. A designated committee member will lead a mock RAC ranking, then switch to presenting the RAC rankings to the national committee. The intent is to familiarize new committee members with the process so they are better prepared to lead the mock ranking call.

In addition, a subgroup will work to develop national committee member templates for the initial email to RAC, spreadsheets for ranking call notes, and site representative availability request email.

The committee directed staff to research the possibility of recording the mandatory site rep teleconference for those that were not available to participate in the teleconference.

- b. Selections and criteria.

- (1) Secondary criteria. The committee non-conference strength-of-schedule calculation and agreed the information was useful for rankings. It agreed that secondary criteria is the right place for it to be considered.
- (2) Bracketing. The committee reviewed the bracketing procedures and is looking pleased that the pilot program to avoid first-round conference matchups regardless of flight was approved.

During the third ranking call, the committee will do a mock ranking of the top-8 teams at the time and ask that each region mock-up a bracket a pod for the region. The intent is to have potential models to review and revise rather than starting from scratch on the night of the selection call.

- c. Site representatives. The committee reviewed the site representative list. Each committee member will reiterate with his or her regional advisory committee members to participate in the site representative training call.

- d. Review of first/second rounds and sectionals.

- (1) Bids and facilities. The committee discussed preliminary-round bids and facilities requirements.

- (2) Pregame timing sheets. Timing sheets were reviewed. No changes were made.

(3) Evaluations. The evaluations submitted by participants were reviewed.

e. Review of championship semifinals/final. The committee reviewed the 2019 semifinals/final hosted by the Old Dominion Athletic Conference and the City of Salem.

(1) Game administration. The committee praised the hosts for remarkable game operations and administration. \

(2) Tickets. The ticket process went smoothly with only online and onsite sales. Team presale tickets were delivered to the teams by the Thursday practice, which worked well.

(3) Sports information. The committee directed staff to make it mandatory for an in-house live stats monitor be placed for the broadcasting talent, in lieu of the Turner broadcast feed. An in-house feed is more reliable and is instantaneous, whereas, the Turner stats are delayed.

(4) Committee assignments. The committee assignments work well and will be continued. Staff was directed to write up the expectations for each responsibility and add to the duties in the committee document.

(5) Instant replay. Instant replay guidelines were reviewed and no changes were made. The pregame equipment checks with the lead official prior to each game should continue.

(6) Awards ceremony. The awards ceremony was reviewed, no changes were made.

(7) Schedule of events. The schedule of events was reviewed and no changes were needed.

(8) Wednesday social event. The committee agreed offering heavy appetizers is the right fit for this event. This was the best social in recent years. The student-athletes enjoyed the pinball museum.

(9) Banquet. The committee wants to continue offering programming for the student-athletes during the coaches meeting. The committee would like to include the senior all-star team in the banquet to recognize them and to provide a more formal banquet for the senior all-star participants.

(10) Live web stream – Turner. The broadcast was good; however, the committee would like for a female to be a part of the talent crew. Staff was directed to work with Turner to discuss options.

- (11) Pregame timing sheets. Timing sheets were reviewed. No changes were needed.
 - (12) Ticket prices. The committee directed staff to discuss with the host what they feel is an appropriate ticket price for the location.
 - (13) Misconduct. The committee reviewed a possible misconduct situation and staff was directed to send an inquiry letter.
- 10. Salem representatives presentation.** Representatives from Salem attended the meeting as guests of the committee. The 2019 championship was reviewed and ideas for improvement for the 2021 championship (when it returns to Salem) were discussed.
- 11. Division III governance presentation.** Louise McCleary, NCAA managing director, Division III governance, attended as a guest of the committee. Ms. McCleary reported to the committee updates from Convention as well as current initiatives in Division III.
- 12. 2020 Championship.** The committee discussed initiatives for the 2020 championship. Items of emphasis were increasing attendance, asking for local business to purchase tickets and donate to underserved groups, improving half-time offering, and bolstering attendance in the pre-tournament team press conferences.
- 13. Manuals review.** The committee reviewed the various manuals and made updates as needed.
- The committee directed staff to develop a better officials' meeting agenda for the site representative manual. They also asked to reorder the checklists to the front of the manual instead of in the appendices.
- Staff was directed to add to the participant manual checklist as a post-event requirement to complete the site evaluation form. The link is emailed to head coaches after the event and it was suggested the committee members and the site representatives are copied on the link when it goes out so that they can encourage participating schools in their region to complete the evaluation.
- 14. Future meeting dates.** The 2020 annual meeting will be April 20-22.

Committee Chair: Karin Harvey, Montclair State University, New Jersey Athletic Conference
Staff Liaison: Kelly S. Whitaker, Championships and Alliances

Division III Women's Basketball Committee April 22-24, 2019, Annual Meeting	
Attendees:	
Daniel Fisher, Landmark Conference.	
Karin Harvey, Montclair State University.	
Kristin Huffman, DePauw University.	
James Scheible, University of Rochester.	
MaryLynn Skarzenski, Nichols College.	
Polly Thomason, University of Texas at Dallas.	
Megan Wilson, University of Wisconsin, Platteville	
Absentees:	
Lesley Irvine, Pomona-Pitzer Colleges.	
Guests in Attendance:	
Carey Harveycutter, City of Salem, 2019 and 2021 host.	
Sandy Hatfield-Clubb, Pictor Group.	
John Shaner, City of Salem, 2019 and 2021 host.	
Mary Toberman, NCAA national coordinator of officials.	
NCAA Staff Support in Attendance:	
Ethan Walker, Championships and Alliances	
Kelly S. Whitaker, Championships and Alliances	
Other NCAA Staff Members in Attendance:	
Lynn Holzman, Women's Basketball, Championships and Alliances	
Tina Krah, Women's Basketball, Championships and Alliances	
Louise McCleary, Division III Governance	



MEMORANDUM

May 17, 2019

VIA EMAIL

TO: NCAA Division III Nominating Committee.

FROM: Karin Harvey, chair
NCAA Division III Women's Basketball Committee

SUBJECT: Committee Term Extension Request.

The NCAA Division III Women's Basketball Committee respectfully requests a one-year term extension for Great Lakes regional chair, Kris Huffman, head women's basketball coach and assistant director of athletics at DePauw University.

The committee is experiencing significant turnover in its membership, losing more than half of its members for the coming year. It will have new members in five of the eight regions. Only two of the remaining three members have two or more years' experience on the committee.

The committee is concerned with the lack of continuity and experience this turnover causes. Division III women's basketball is the largest membership sponsored sport in the NCAA. The committee oversees evaluating the largest sponsorship of teams for rankings and selections, which are some of the most important works of the committee. Committee practice is that they pair new committee members with veteran committee members, so the veteran members can share their experience and knowledge. This gives the new committee member a good foundation to lead regional advisory committees and lead the ranking calls. If there are at least four veteran members, that allows for one-on-one mentoring and doesn't put too much burden on too few committee members.

To maintain the continuity of the committee, the committee respectfully asks that a committee term be extended so there are four returning members who have women's basketball committee experience. Kris Huffman is the committee's recommendation. Ms. Huffman was a replacement committee member and only completed the term of member who didn't finish their term. She has only served three years. If her term is extended, she would serve four years, which matches the term limit. She is a valued member of the committee, with head coaching and administrative experience, as well as a two-time national champion head coach who participated in the championship she now serves.

KH:kws

cc: NCAA Division III Women's Basketball Committee
Selected NCAA staff members

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Creating a pathway to opportunity for college athletes

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