



**REPORT OF THE  
NCAA DIVISION II ACADEMIC REQUIREMENTS COMMITTEE  
JUNE 5, 2023, VIDEOCONFERENCE**

**ACTION ITEMS.**

**1. Legislative Items.**

**a. Noncontroversial Legislation – NCAA Division II Bylaws 7.3.1.5.12.1 and 7.3.1.5.13 – Conditions and Obligations of Active Membership – Academic Success Rate and Academic Performance Census – Failure to Submit.**

- (1) Recommendation. Adopt noncontroversial legislation to specify that the timing of the withholding of Division II Institutional Equal Distribution funds for failure to submit Academic Success Rate (ASR) and Academic Performance Census (APC) data will be done with the next distribution.
- (2) Effective date. Immediate.
- (3) Rationale. Current legislation prescribes the withholding penalty for failure to submit ASR and APC data to occur during the following academic year. However, new systems have been implemented and the process has been streamlined to take place without delay. Therefore, in practice, if an institution fails to submit the data by the legislated deadline, the penalty for withholding of equal distribution funds is done with the next distribution. Changing the legislated timing of withholding of equal distribution funds for failure to submit ASR and APC data would align with the current practice.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

**b. Noncontroversial Legislation – Bylaws 7.3.1.5.12.1.1 and 7.3.1.5.13.1 – Conditions and Obligations of Active Membership – Academic Success Rate and Academic Performance Census – Failure to Submit – Waiver – Final Authority.**

- (1) Recommendation. Adopt noncontroversial legislation to specify that the NCAA Division II Academic Requirements Committee shall have final authority over waivers of an institution’s failure to submit ASR and APC data by the legislated deadlines.
- (2) Effective date. Immediate.
- (3) Rationale. Current legislation provides waiver opportunities for institutions that fail to submit ASR and APC data. The waiver provisions provide the

Academic Requirements Committee with the authority to grant waivers. In addition, the provision states that the NCAA Division II Management Council Subcommittee shall hear and act on an institution's appeal of decisions made by the Academic Requirements Committee. Allowing the Academic Requirements Committee to have final authority over waiver decisions will place the decision making in the hands of individuals on the committee who are subject matter experts. Additionally, such decisions have not traditionally been appealed to the Management Council Subcommittee.

- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

**c. Noncontroversial Legislation –Bylaws 14.1.2.4 and 21.6 – General Eligibility Requirements and Common Committees – Committees with Governance Administration Responsibilities – High School Review Committee and Student Records Review Committee.**

- (1) Recommendation. Adopt noncontroversial legislation to eliminate the NCAA Student Records Review Committee (SRRC); further to amend the duties of the NCAA High School Review Committee (HSRC) to add former duties of the SRRC related to the validity of academic credentials. [Attachment A]
- (2) Effective date. August 1, 2023.
- (3) Rationale. Following the adoption of NCAA Division II Proposal No. 2023-4 (eligibility -- freshman academic requirements -- elimination of standardized test-score requirements SAT or ACT), which removed standardized test scores from the Division II initial-eligibility standards, the remaining duties of the SRRC related to identifying academic programs and reviewing academic credential validity align with the existing duties of the HSRC related to reviewing programs and revised transcripts. Eliminating the SRRC and placing their duties related to the validity of academic credentials under the HSRC will streamline oversight and avoid redundancy.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

**2. Nonlegislative Items.**

**a. Division II Academic Requirements Committee – NCAA Division II Academic Guiding Principles.**

- (1) Recommendation. Approve the NCAA Division II Academic Guiding Principles, as specified. [Attachment B]
- (2) Effective date. Immediate.
- (3) Rationale. During its June 5, 2023, meeting, the Academic Requirements Committee engaged in an in-depth review and discussion of guiding principles related to academic oversight for Division II. The discussion included a review of the “student-first” philosophy, the role of the Academic Requirements Committee and the purpose of academic requirements. Based on the review and an assessment of the changing landscape of intercollegiate athletics, the Academic Requirements Committee created a document outlining its guiding principles and agreed to review the guiding principles every 18 months to determine whether any changes are necessary.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

**b. Waiver of Division II Degree-Completion Award Criteria Due to Circumstances Surrounding COVID-19.**

- (1) Recommendation. Waive the current Division II Degree-Completion Award requirements for student-athletes who received an extension request during the 2020-21 academic year due to COVID-19 pandemic to permit student-athletes to participate in their last season of eligibility during the 2024-25 academic year and still receive the award.
- (2) Effective date. Immediate, for those student-athletes applying for the Division II Degree-Completion Award for the 2024-25 awarding cycle.
- (3) Rationale. Due to the impact of COVID-19, many student-athletes were awarded an additional season of competition. Given this adjustment, a small number of student-athletes may not meet the criteria of exhausting their athletics eligibility and, thus, would be unable to be nominated for the award. In addition, these student-athletes should not be required to choose between receiving athletics aid from their institution and this award.
- (4) Estimated budget impact. None
- (5) Student-athlete impact. More student-athletes would be able to be nominated for the award.

**c. Division II Degree-Completion Award Increase.**

- (1) Recommendation. Approve an increase to the Division II Degree-Completion Award value that is the lesser of: Tuition for the remaining credits toward completing an undergraduate degree; or Up to \$15,000.
- (2) Effective date. 2024-25 awarding year.
- (3) Rationale. Currently, the maximum value for the award is \$7,000. This amount has been in place since 2017. Over the past few years, even though the degree-completion program has awarded most of its allotted funds, the number of completed applications has decreased. Therefore, for the past two years, the Academic Requirements Committee has had funds to increase—on a case-by-case basis—the amount of the award received by selected applicants, based on the cost of tuition at each institution beyond the \$7,000. Tuition at all institutions has risen and continues to rise.

The Academic Requirements Committee believes that by increasing the maximum amount of the award to be not greater than \$15,000, it will receive a greater number of applications from eligible student-athletes. The Academic Requirements Committee will be able to publicize the increase in its online literature, thus making it more attractive for institutions to nominate and for student-athletes to complete the application process.

- (4) Estimated budget impact. With the approval in the amount of funding for each award, it is anticipated that the full amount allocated to the program will be granted to and used by the recipients, without the committee having to deliberate on a case-by-case basis.
- (5) Student-athlete impact. Increasing the amount of the award for those student-athletes whose tuition is greater than the funding currently allocated will assist them in completing their first baccalaureate degree on time and with less financial outlay.

**d. Change in the Division II Degree-Completion Award Criteria.**

- (1) Recommendation. Approve a change in the Division II Degree-Completion Award criteria to specify that an applicant must be within 40-semester hours (or 60-quarter hours) of completion of an undergraduate degree.
- (2) Effective date. 2024-25 awarding year.
- (3) Rationale. Currently, one of the requirements to apply for the Division II Degree-Completion Award is that the student-athlete must be within 36-

semester hours (or 54-quarter hours) of completion of their first undergraduate degree. Over the past few years, even though the degree-completion program has awarded the majority of its allotted funds, the number of completed applications has decreased. In a few instances, applicants at institutions offering only four-hour courses have not been able to receive the award because they have between 37-40 semester credit hours (55 and 60 for quarter hours) to complete the degree. Increasing to 40-semester hours (60-quarter hours) will allow these student-athletes to be eligible for the award.

The Academic Requirements Committee believes that by increasing the maximum number of semester credit hours remaining from 36 to 40 (or from 54 to 60 for quarter hours), it will receive a greater number of applications from eligible student-athletes. Given the fact that the prospective student-athlete applicant will have the summer session, fall and spring semesters to complete the degree, the Academic Requirements Committee believes that this number of credit hours is within the range that could be expected to be completed in a 12-month academic period.

The Academic Requirements Committee will be able to publicize the increase in its online literature, thus making it more attractive for institutions to nominate and for students to complete the application process.

- (4) Estimated budget impact. None.
- (5) Student-athlete impact. Increasing the number of remaining credit hours will assist a greater number of student athletes in completing their first baccalaureate degree on time and with less financial outlay.

### **INFORMATIONAL ITEMS.**

1. **Discussion on Bylaw 14 progress-toward-degree and two-year college transfer requirements.** The Academic Requirements Committee reviewed feedback received from the Division II Conference Commissioners Association Compliance Administrators, NCAA Division II Student-Athlete Advisory Committee and Faculty Athletics Representatives Association regarding the current application of the progress-toward-degree and two-year college transfer legislation. The feedback included perspectives on the obstacles that exist for campus administrators and suggestions for streamlining current requirements without jeopardizing the academic success of student-athletes. The Academic Requirements Committee continued to discuss specific areas of the legislation highlighted in the feedback and requested staff provide the committee with additional data. The Academic Requirements Committee will continue its discussion during its September videoconference and determine if any legislative recommendations are necessary.

2. **Discussion regarding the legislation and policies related to the submission of the Academic Success Rate and Academic Performance Census data.** The Academic Requirements Committee discussed the legislated penalties and the timing by which the penalties are enforced for the submission of the ASR and APC data. Further, the Academic Requirements Committee discussed the appellate process for waivers of the withholding penalty, which currently resides with the Management Council Subcommittee. The committee recommended noncontroversial legislation to: (1) Amend the timing of withholding of equal distribution funds for failure to submit ASR and APC data to occur at the next distribution; and (2) to permit the Academic Requirements Committee to have final authority over waiver decisions submitted by institutions that fail to submit their ASR and APC data by the deadline. [See Legislative Action Item Nos .1-(a) and (b)]
3. **Discussion regarding guiding principles for NCAA Division II Academics.** The Academic Requirements Committee reviewed and recommended, as amended, the approval of the NCAA Division II Academic Guiding Principles to be used as a guide when making decisions related to academics. [See Nonlegislative Action Item No. 2a]
4. **Discussion regarding the NCAA Student Records Review Committee.** Staff reviewed and discussed the duties of the Student Records Review Committee and High School Review Committee. The Academic Requirements Committee recommended noncontroversial legislation to eliminate the Student Records Review Committee and place their duties with the High School Review Committee. [See Legislative Action Item No. 1c]
5. **Review of the Degree Completion Award Committee March 6, 2023, in-person meeting and May 11, 2023, videoconference reports.** The Academic Requirements Committee reviewed the reports from the March 6, 2023, in-person meeting and May 11, 2023, videoconference of the Division II Degree Completion Award Committee. The Academic Requirements Committee recommended changes that would: (1) Waive the current Division II Degree-Completion Award requirements to permit student-athletes to participate in their last season during the 2024-25 academic year and still receive the award; (2) Increase the maximum amount of the award to up to \$15,000; and (3) Adjust the award criteria to require applicants to be within 40-semester hours (or 60-quarter hours) of completion of an undergraduate degree. [See Nonlegislative Action Item Nos. 2-(b) through (d)]
6. **Review of 2023-24 Division II progress-toward-degree and two-year college transfer waiver directives.** The Academic Requirements Committee reviewed and approved the two-year college transfer and progress-toward-degree waiver directives for the 2023-24 academic year.
7. **Review of 2023-24 previously approved waiver checklist.** The Academic Requirements Committee reviewed and approved the previously approved waiver checklist for the 2023-24 academic year.

8. **Review of the 2023-24 Academic Requirements Committee policies and procedures.** The Academic Requirements Committee reviewed and approved updates to its policies and procedures. Further, the Academic Requirements Committee directed staff to re-review the policies and procedures and make additional necessary changes. The committee will review the changes during its September videoconference.
9. **Review of 2023-24 Academic Requirements Committee Subcommittee on Progress-Toward-Degree Waivers policies and procedures.** The Academic Requirements Committee reviewed and approved the Subcommittee on Progress-Toward-Degree Waivers policies and procedures for the 2023-24 academic year.
10. **Review of 2023-24 Academic Requirements Committee Subcommittee on Initial-Eligibility Waivers policies and procedures.** The Academic Requirements Committee reviewed and approved the Subcommittee on Initial-Eligibility Waivers policies and procedures for the 2023-24 academic year.
11. **Review of 2022-23 initial-eligibility waiver statistics.** The Academic Requirements Committee was provided an update on initial-eligibility waiver statistics for the 2022-23 academic year.
12. **Review of 2023-24 Division II initial-eligibility waiver directive.** The Academic Requirements Committee reviewed and approved the initial-eligibility waiver directive for the 2023-24 academic year.
13. **Review of 2023-24 NCAA International Student Records Committee policies and procedures.** The Academic Requirements Committee reviewed and approved the International Student Records Committee's policies and procedures for the 2023-24 academic year.
14. **Review of the High School Review Committee April 24-25, 2023, in-person meeting report.** The Academic Requirements Committee reviewed the report from the High School Review Committee's April 24-25, 2023, in-person meeting.
15. **Review of 2023-24 High School Review Committee policies and procedures.** The Academic Requirements Committee reviewed and approved the High School Review Committee's policies and procedures for the 2023-24 academic year.
16. **Update on the Academic Portal.** The Academic Requirements Committee was provided an update on the Academic Portal, which included graduation success rates submissions and educational initiatives for the upcoming year.
17. **Update from NCAA Board of Governors Subcommittee on Congressional Engagement and Action and the NCAA Division I Transformation Committee report.** The Academic Requirements Committee was provided an update regarding the ongoing work of the NCAA

Board of Governors Subcommittee on Congressional Engagement and Action. Further, staff provided updates on the recent action from the Division I Transformation Committee, specifically, those action items that fall under the Academic Requirements Committee's purview. The Academic Requirements Committee will continue to receive updates during future meetings and discuss whether any changes in Division II are necessary.

18. **Review of the NCAA Division II Presidents Council and Management Council Spring 2023 Summary of Actions.** The Academic Requirements Committee received an update on the action taken at the spring 2023 Presidents Council and Management Council meetings.
19. **Update on the Division II 50th anniversary celebration.** Staff provided an update regarding the plan to celebrate the 50th anniversary of Division II for the 2023-24 academic year.
20. **Election of chair and vice chair.** The Academic Requirements Committee elected Karen Hjerpe, director of athletics, Pennsylvania Western University, California, to serve as chair and Theresa Hanson, senior director of athletics and recreation, Simon Fraser University, to serve as vice chair, effective September 1, 2023.
21. **Review of the Academic Requirements Committee February 8, 2023, videoconference report.** The Academic Requirements Committee reviewed and approved the report from its February 8, 2023, videoconference.
22. **Review of the 2023-24 committee roster and subcommittee appointments.** The Academic Requirements Committee reviewed the updated roster and appointed Deborah Narang, faculty athletics representative, University of Alaska Anchorage, to the Subcommittee on Initial-Eligibility Waivers, effective immediately.
23. **Future scheduled meetings/videoconferences.**
  - a. September 19, 2023; videoconference, timing to be determined.
  - b. February 20, 2024; in-person meeting, Indianapolis.

*Committee Chair:*

*David Haase, University of West Georgia*

*Staff Liaisons:*

*Susan Britsch, Academic and Membership Affairs*

*Jeremy Christoffels, Academic and Membership Affairs*

*Robert Turick, Research*

<b>NCAA Division II Academic Requirements Committee June 5, 2023, Videoconference</b>	
<b>Attendees:</b>	
Timothy Briles, Georgian Court University.	
Cathy Cox, Georgia College.	
David Haase, University of West Georgia.	
Theresa Hanson, Simon Fraser University.	
Karen Hjerpe, Pennsylvania Western University, California.	
Danny McCabe, Adelphi University.	
Deborah Narang, University of Alaska Anchorage.	
Madison Peterson, Augustana University.	
Ryan Quann, Goldey-Beacom College.	
Kelli Wooley, Cameron University.	
<b>Absentees:</b>	
Dani Mabry, Rockhurst University.	
Carrie Michaels, Shippensburg University, (Management Council chair).	
<b>NCAA Liaisons in Attendance:</b>	
Susan Britsch, Jeremy Christoffels and Robert Turick.	
<b>Other NCAA Staff Members in Attendance:</b>	
Jenny Collins, Alyson Grady, Terri Steeb Gronau, Doug Healey, Chelsea Hooks, Anna Lynn Houk, Maritza Jones, Ryan Jones, Sarah Overpeck, Christa Palmer and Angela Red.	

**Division:** II

**Proposal Number:** NC-2024-13

**Title:** ELIGIBILITY AND COMMITTEES -- GENERAL ELIGIBILITY REQUIREMENTS AND COMMON COMMITTEES -- COMMITTEES WITH GOVERNANCE ADMINISTRATION RESPONSIBILITIES -- HIGH SCHOOL REVIEW COMMITTEE AND STUDENT RECORDS REVIEW COMMITTEE

**Convention Year:** 2024

**Date Submitted:** June 5, 2023

**Status:** Ready for Consideration by Management Council

**Effective Date:** August 1, 2023

**IPOPL Number:**

**SPOPL Number:**

**Source:** NCAA Division II Management Council (Academic Requirements Committee).

**Category:** Noncontroversial

**Topical Area:** Eligibility and Committees

**Intent:** To eliminate the NCAA Student Records Review Committee; further, to amend the duties of the NCAA High School Review Committee, as specified.

**A. Bylaws:** Amend 14.1, as follows:

14.1 General Eligibility Requirements.

[14.1.1 through 14.1.2 unchanged.]

14.1.2.3 High School Review Committee. The High School Review Committee shall have the authority to establish policies and procedures related to ~~the academic review of~~ **reviewing the validity of any** high schools ~~and to determine the validity of a high school (e.g., core courses, curriculum, grades) for the purpose of meeting initial-eligibility requirements~~ **and the validity of any prospective student-athlete's academic credentials.** ~~A~~**The** review may result in a determination that a high school **or a prospective student-athlete's academic credentials** shall not be used ~~for the purpose of meeting~~ **to meet** initial-eligibility requirements. The **committee's** policies and procedures ~~for the review~~ shall be approved by the Academic Requirements Committee. (See Bylaw 21.6.4.2.)

~~14.1.2.4 Student Records Review Committee. The Student Records Review Committee shall have the authority to establish policies and procedures related to the review of a prospective student-athlete's academic credentials and to determine the validity of a prospective student-athlete's academic credentials for the purpose of meeting initial-eligibility requirements. A review may result in a determination that a prospective student-athlete's academic credentials shall not be used for the purpose of meeting initial-eligibility requirements. The policies and procedures for the review shall be approved by the Academic Requirements Committee. (See Bylaw 21.6.5.2.)~~

[14.1.2.5 renumbered as 14.1.2.4, unchanged.]

[14.1.3 through 14.1.11 unchanged.]

**B. Bylaws:** Amend 21.6, as follows:

[Common provision, Divisions I and II only, divided vote]

21.6 Common Committees -- Committees With Governance Administration Responsibilities.

[21.6.1 through 21.6.4 unchanged.]

21.6.4.2 Duties. The committee shall have the authority to establish policies and procedures related to ~~the academic review of~~**reviewing the validity of any** high schools ~~and to determine the validity of a high school (e.g., core courses, curriculum, grades) for the purpose of meeting initial-eligibility requirements~~**and the validity of any prospective student-athlete's academic credentials.** ~~A~~**The** review may result in a determination that a high school **or a prospective student-athlete's academic credentials** shall not be used ~~for the purpose of meeting~~**to meet** initial-eligibility requirements. The **committee's** policies and procedures ~~for the review and determination of the validity of a high school~~ shall be approved by the Division I Committee on Academics and the Division II Academic Requirements Committee. (See Bylaw 14.1.2.3.)

[21.6.4.3 through 21.6.4.4 unchanged.]

#### ~~21.6.5 Student Records Review Committee.~~

~~21.6.5.1 Composition. The committee shall consist of nine members and shall be constituted as follows:~~

- ~~(a) One admissions officer of a Division I or Division II institution;~~
- ~~(b) One staff member of a Division I or Division II institution or conference office;~~
- ~~(c) One staff member of a Division I institution or conference;~~
- ~~(d) One representative from the Division II Academic Requirements Committee;~~
- ~~(e) Four representatives from the secondary-school community; and~~
- ~~(f) One member selected at large from either the secondary-school community or a Division I or Division II institution or conference office.~~

~~21.6.5.2 Duties. The committee shall have the authority to establish policies and procedures related to the review of a prospective student-athlete's academic credentials and to determine the validity of a prospective student-athlete's academic credentials for the purpose of meeting initial-eligibility requirements. A review may result in a determination that a prospective student-athlete's academic credentials shall not be used for the purpose of meeting initial-eligibility requirements. The policies and procedures for review of academic credentials and the determination of the validity of such credentials shall be approved by the Division I Committee on Academics and the Division II Academic Requirements Committee. (See Bylaw 14.1.2.4.)~~

~~21.6.5.3 Terms. Committee members shall be appointed to one four-year term. A member's term of service shall commence on the first day of January following the member's appointment. A member may be appointed to one additional term. An individual who has served two terms may not be reappointed. The term of service of the member serving on the Division II Academic Requirements Committee shall run concurrently with their service on that committee.~~

~~21.6.5.4 Appeals. The committee determination shall be final, binding and conclusive and shall not be subject to further review by any other authority.~~

#### **FAQ:**

##### **Co-sponsorship - Conference:**

None

##### **Co-sponsorship - Institution:**

None

#### **Position Statements:**

#### **Review History:**

Jun 5, 2023: Recommends Approval - NCAA Division II Academic Requirements Committee.

**Additional Information:**

Following the adoption of NCAA Division II Proposal No. 2023-4 (eligibility -- freshman academic requirements -- elimination of standardized test-score requirements SAT or ACT), which removed standardized test scores from the Division II initial-eligibility standards, the remaining duties of the NCAA Student Records Review Committee (SRRC) related to identifying academic programs and reviewing academic credential validity, align with existing duties of the NCAA High School Review Committee (HSRC) related to reviewing programs and revised transcripts. Eliminating the SRRC and placing their duties related to the validity of academic credentials under the HSRC will streamline oversight and avoid redundancy.

**Legislative References**

<b>Legislative Cite</b>	<b>Title</b>
14.1	General Eligibility Requirements.
14.1.2.3	High School Review Committee.
14.1.2.4	Student Records Review Committee.
21.6	Common Committees -- Committees With Governance Administration Responsibilities.
21.6.4.2	Duties.
21.6.5	Student Records Review Committee.
21.6.5.1	Composition.
21.6.5.2	Duties.
21.6.5.3	Terms.
21.6.5.4	Appeals.

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## NCAA Division II Academic Guiding Principles

Below is a list of guiding principles as it relates to academics and the role of the NCAA Division II Academic Requirements Committee:

1. Division II is committed to protecting the well-being of our student-athletes.
2. Division II supports a “student-first” philosophy.
3. The Division II Academic Requirements Committee is the gatekeeper for the division as it relates to student-athlete academic readiness prior to initial enrollment and academic success after enrollment that will encourage career development towards life-long goals post-graduation.
4. The academic requirements shall support the philosophy of the division.
5. Recommendations for change shall be data driven and provide the opportunity for access to athletically related financial aid, practice, and competition.
6. The certification of requirements will support and promote administrative efficiency when possible.