



**REPORT OF THE  
NCAA DIVISION II MEMBERSHIP COMMITTEE  
APRIL 2, 2020, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Update regarding actions taken by the NCAA Division II Administrative Committee related to active membership issues in response to COVID-19.** NCAA staff provided the NCAA Division II Membership Committee with an update regarding recent actions taken by the NCAA Division II Administrative Committee related to active membership issues in response to COVID-19. In addition, the Membership Committee discussed and acted on the following items:
  - a. **Discussion regarding compliance blueprint reviews.** Staff provided the committee with an update noting that the seven remaining compliance blueprint reviews scheduled for spring 2020 were cancelled in response to COVID-19. Additionally, the committee discussed the financial impact of conducting the compliance blueprint review program in the 2020-21 and 2021-22 academic years and agreed to suspend the program for the next two academic years.
  - b. **Discussion of financial aid and sports-sponsorship audits of the 2019-20 academic year.** The committee agreed that random and for-cause financial aid and sports-sponsorship audits shall not be conducted for the 2019-20 academic year. [See NCAA Division II Bylaws 20.10.5 (audit of membership requirements) and 20.10.5.1 (minimum financial aid and sports-sponsorship reports)].
  - c. **Discussion regarding NCAA Division II Constitution 3.3.4.23 (responsibility of compliance administrator).** The committee discussed Constitution 3.3.4.23, which specifies that an active member institution shall certify annually that it employs at least one individual who serves as a full-time compliance administrator with no coaching responsibilities, and how institutional staffing may be impacted by COVID-19. The committee agreed that the legislation should apply as written, while noting that an institution may submit a waiver of the legislation to the committee in the event it is unable to meet the legislation.
  - d. **Update on the Institutional Self-Study Guide deadline for institutions in Class 5.** The committee discussed Constitution 6.3.1.1 (deadline), which specifies that the deadline for institutions to submit their ISSG is June 1 of the year it is due to the national office. Due to this legislation, institutions in ISSG Class 5 would be required to submit the ISSG by June 1, 2020. The committee agreed to extend the deadline for institutions in ISSG Class 5 from June 1, 2020, to May 31, 2021, due

to COVID-19. It was also noted that institutions in ISSG Class 5 will not move to a new class and shall submit their next ISSG by June 1, 2025.

2. **Update regarding actions taken by the Administrative Committee related to COVID-19 and the effect on reporting requirements for institutions in the Division II provisional membership process.** Staff provided the committee with an update regarding recent actions taken by the Administrative Committee related to the reporting requirements for institutions in the provisional membership process in response to COVID-19. In addition, the committee discussed and acted on the following items:

- a. **Update on post-application visits in spring 2020.** Staff provided the committee with an update noting that the in-person post-application visits to Allen University and D'Youville College that were scheduled to occur in April 2020 were cancelled due to COVID-19. The committee agreed that these post-application visits may be conducted in an alternative format (e.g., via video conference).

[NOTE: Robert Dranoff, commissioner, East Coast Conference, recused himself from discussion and voting on this item.]

- b. **Discussion on submission of annual reports and supplemental documentation by June 1 deadline.** The committee discussed the Administrative Committee's decision to provide relief of the June 1 reporting deadline for institutions in the provisional membership process. The committee agreed that an extension of the June 1, 2020, deadline for institutions in the provisional membership process was not necessary, but provided staff flexibility to work with institutions on a case-by-case basis if they anticipated challenges in meeting the June 1 deadline.
- c. **Discussion regarding the requirement for institutions in provisional year one of the membership process to visit an active member institution's campus.** The committee discussed Bylaw 20.2.2.3.1-(a)-(6) (assessment program – year one), which specifies that institutions in provisional year one of the membership process shall visit an active Division II member institution's campus. The committee agreed to postpone this requirement for institutions in provisional year one of the membership process until the 2020-21 academic year, and strongly recommended that the visits occur in fall 2020.

[NOTE: Robert Dranoff, commissioner, East Coast Conference, recused himself from the discussion and voting on this item.]

3. **Presentation from vendor regarding the progress of institutions in the membership process.** The committee received a vendor presentation regarding visits conducted in spring 2020 to the institutions in the membership process. The following institutions were discussed:

- a. College of Staten Island;
  - b. Frostburg State University;
  - c. Savannah State University; and
  - d. The University of Texas at Tyler.
4. **Approval of February 2020 in-person meeting report.** The committee reviewed and approved the February 2020 in-person meeting report, as presented.
5. **Updates on membership trends and recent active membership issues.** The committee agreed to table its discussion on membership trends and recent active membership issues. It was noted that these two items should appear on a future agenda.
6. **Future scheduled teleconferences and meetings.**
- a. April 24, 2020, teleconference; 2 to 4 p.m. Eastern time (if necessary).
  - b. July 8-9, 2020, in-person meeting; Indianapolis, Indiana.
  - c. September 2020, teleconference; to be determined.
  - d. November 9-10, 2020, in-person meeting; Indianapolis, Indiana.
  - e. February 9, 2021, in-person meeting; Indianapolis, Indiana.

*Committee Chair: Jackson Stava, Seattle Pacific University*

*Staff Liaisons: Michael Bazemore, Academic and Membership Affairs*

*Jordan Lysiak, Academic and Membership Affairs*

*Angela Red, Academic and Membership Affairs*

<b>NCAA Division II Membership Committee April 2, 2020, Teleconference</b>	
<b>Attendees:</b>	
Andrew Carter, Minot State University.	
Natalie Cullen, Pittsburg State University.	
Robert Dranoff, East Coast Conference.	
Kirby Garry, California State University, Monterey Bay.	
LaToya Green Lindsey, University of Mount Olive.	
Bashar Hanna, Bloomsburg University of Pennsylvania.	
Barbara Hannum, Hawaii Pacific University.	
Curtis Janz, University of Arkansas, Fort Smith.	
Larry Marfise, University of Tampa.	
Jackson Stava, Seattle Pacific University.	
Linda Van Drie-Andrzjewski, Wilmington University (Delaware).	
Christie Ward, Georgia Southwestern State University.	
<b>Absentees:</b>	
None.	
<b>Guests in Attendance:</b>	
Chris Graham, Rocky Mountain Athletic Conference.	
Jill Willson, Double L Consulting.	
<b>NCAA Liaisons in Attendance:</b>	
Michael Bazemore, Jordan Lysiak and Angela Red.	
<b>Other NCAA Staff Members in Attendance:</b>	
Ashley Beaton, Terri Steeb Gronau, Maritza Jones, Ryan Jones, Stephanie Quigg and Karen Wolf.	