



REPORT OF THE
NCAA DIVISION II MEMBERSHIP COMMITTEE
JULY 9-10, 2019, IN-PERSON MEETING

ACTION ITEMS.

1. Legislative items.

- **Noncontroversial Legislation -- NCAA Division II Constitution 3.3.5.4, 3.3.5.5, 3.4.5.6, 3.4.5.7, 3.5.5.3 and 3.5.5.4 – Active Membership – Loss of Active Membership – Reinstatement of a Terminated or Suspended Member – Elimination of Constitutional Provisions.**

- (1) Recommendation. Adopt noncontroversial legislation to eliminate NCAA Division II Constitution 3.3.5.4, 3.4.5.6 and 3.5.5.3 (reinstatement of terminated member) and Constitution 3.3.5.5, 3.4.5.7 and 3.5.5.4 (reinstatement of suspended member).
- (2) Effective date. Immediate.
- (3) Rationale. The constitutional references to the process for reinstatement of a terminated or suspended member have been in place since prior to federation. Since that time, the Division II membership and the Membership Committee have developed clear legislation and robust policies and procedures to address situations where an active Division II institution fails to meet established membership requirements. It is appropriate to eliminate the specific legislative references regarding the process for reinstatement of a terminated or suspended member because alternate and more streamlined processes for addressing such issues are clearly established elsewhere in the legislation.

Current legislation clearly indicates that the Membership Committee has the authority to address membership issues (e.g., accreditation, minimum sports sponsorship and financial aid requirements) and review waiver requests related to minimum requirements for membership. In addition, the legislation specifies that the NCAA Division II Management Council has the authority to act on an institution or conference's appeal of a Membership Committee decision.

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

2. Nonlegislative items.

- **None.**

INFORMATIONAL ITEMS.

- 1. Review of annual reports from institutions in the membership process.** The NCAA Division II Membership Committee reviewed the annual reports submitted by the six institutions in the membership process. The committee agreed to the following actions:

- a. Approve the applications of the following institutions to enter provisional year one, effective September 1, 2019:**

- (1) College of Staten Island; and

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

- (2) Frostburg State University.

[NOTE: Bob Dranoff, commissioner, East Coast Conference, and Leslie Schuemann, senior associate commissioner, Great Midwest Athletic Conference, recused themselves from discussion and voting on this item.]

- b. Move the following institutions to active member status, effective September 1, 2019:**

- (1) Auburn University at Montgomery;

- (2) Biola University;

[NOTE: Barbara Hannum, faculty athletics representative, Hawaii Pacific University, recused herself from discussion and voting on this item.]

- (3) Davenport University; and

- (4) Purdue University Northwest.

- c. Move the following institution to provisional year two, effective September 1, 2019:**

- University of Texas at Tyler.

[NOTE: Leslie Schuemann, senior associate commissioner, Great Midwest Athletic Conference, recused herself from discussion and voting on this item.]

d. Move the following institution to provisional year two of the Division I to Division II reclassification process, effective September 1, 2019:

- Savannah State University.

In advancing Savannah State University to year two of the provisional process, the Membership Committee noted significant concerns related to the institution's compliance program, the institution's recent major infractions case and probationary status with NCAA Division I, and its overall readiness to be an active Division II institution. Institutions in provisional year two must satisfy more rigorous requirements with increased expectations. Provisional year two includes a requirement to apply all Division II legislation, a compliance review and continued demonstration of presidential leadership and involvement.

In addition to satisfying the standard requirements of provisional year two, the Membership Committee imposed additional requirements and noted that the institution may be required to repeat year two if the requirements are not satisfied and significant progress is not made.

The committee noted that conference office staff plays a critical role in providing support to institutions during the transition process and should actively engage with the institution during the next academic year to support its success during the transition.

The Membership Committee specifically noted that the institution must comply with the following additional requirements in provisional year two:

1. Prioritize NCAA Division II rules education for coaches, athletics staff and individuals involved in eligibility certification (e.g., admissions, financial aid and registrar) during the 2019-20 academic year by establishing and implementing a comprehensive rules education plan.
2. Extend an invitation to conference office staff members to attend the required provisional year two compliance blueprint review in fall 2019, the spring 2020 campus visit and the 2020 NCAA Convention membership meeting.
3. By August 21, 2019, provide a report to the Membership Committee outlining the institution's plan for addressing the additional requirements outlined in this report.
4. By September 15, 2019, the institution's interim president must participate in a call with the Membership Committee's presidential representative to

discuss the committee's expectations of the institution in provisional year two.

5. By January 15, 2020, provide the following for review at the February 2020 Membership Committee meeting:
 - a. Update all policies and procedures manuals to reflect NCAA Division II rules;
 - b. Provide an update on the institution's progress with initiatives identified in its strategic plan for the athletics program; and
 - c. Submit an update on the institution's progress on recommendations from the fall 2019 compliance blueprint review.
 6. During the 2019-20 academic year, the institution's athletics director, senior woman administrator, compliance staff, registrar and financial aid liaison must participate in a campus visit to an active Division II institution selected by the Membership Committee.
 7. In spring 2020, a Membership Committee representative, vendor and NCAA staff will conduct a campus visit to evaluate the institution's progress on all recommendations.
2. **Review of Requests/Self-Reports Online (RSRO) use by provisional institutions.** The committee received an update on the usage of RSRO by provisional institutions during the 2018-19 academic year.
 3. **Review of updated application and annual report changes based on vendor recommendations.** The committee reviewed vendor recommendations related to enhancements to the Division II membership applications and annual reports. The committee provided edits and requested that staff provide an updated version of the applications and annual reports for review on the committee's September 2019 teleconference.
 4. **Discuss Division I reclassification provisional year two annual report.** The committee discussed the format and content for the newly developed provisional year two annual report for institutions reclassifying from Division I to Division II. The committee determined that the annual report required in provisional year three for institutions reclassifying from NCAA Division III or the National Association for Intercollegiate Athletics (NAIA) would be appropriate for institutions in year two of the reclassification

process from Division I. The committee requested that staff provide an updated version of the annual report for review on the committee's September 2019 teleconference.

5. **Discuss educational approach for institutions in the membership process.** The committee reviewed and approved an updated approach to providing education to institutions in the membership process. The plan calls for a more strategic approach to the sharing of information with institutions as they move through the membership process. The committee noted that both head coaches and core athletics administrators should be required to complete Division II University courses on the championship selection process in provisional year one. The staff will begin implementing the newly approved plan in the fall of 2019.
6. **NCAA Division II Institutional Self Study Guide (ISSG) class assignments for institutions approved for active membership as of September 1, 2019.** The committee assigned the following institutions to ISSG Class 3, noting that for Class 3, the ISSG submission deadline is 5 p.m. Eastern time June 1, 2023:
 - a. Auburn University at Montgomery;
 - b. Biola University;
 - c. Davenport University; and
 - d. Purdue University Northwest.
7. **Review of ISSG Class 5.** The committee reviewed the list of institutions in ISSG Class 5. The institutions must complete the ISSG by 5 p.m. Eastern time June 1, 2020.
8. **Discussion regarding the committee's authority to conduct ISSG audits.** The committee discussed its legislative authority to conduct audits of an institution's ISSG. The committee directed staff to complete audits of 10 percent of ISSG Class 4 (approximately six institutions) in fall 2019 to verify that institutions have completed the ISSG process. The committee will review the results of the audit on its September 2019 teleconference. In addition, the committee recommended that the Management Council and NCAA Division II Presidents Council engage in discussion as to whether the division should explore a more comprehensive ISSG audit process that evaluates the quality of responses and provides more in-depth audit recommendations to active member institutions.
9. **Discussion regarding the compliance blueprint program, the performance of vendors during the 2018-19 academic year and the process for 2019-20.** The committee discussed the performance of vendors for the compliance blueprint program during the 2018-19 academic year. Staff noted that as of early July, 10 of the 16 available compliance blueprints are filled for the 2019-20 academic year.

10. **Discussion regarding independent members and minimum contest requirements.** The committee reviewed data regarding the number of Division II opponents that independent members competed against during the 2017-18 and 2018-19 academic years. The committee noted a concern about the low number of Division II opponents that one independent institution has competed against during that time period. The committee directed staff to set up a teleconference with the institution to gather additional information about the institution's scheduling efforts.
11. **Update regarding minimum sports-sponsorship requirements in wrestling.** The committee received an update on recent discussions related to sports-sponsorship minimums in wrestling. The Management Council and NCAA Division II Championships Committee recently directed sport committees that had championship selection minimums that were not as rigorous as sponsorship requirements for that sport to review and amend championship selection minimums so that only teams that meet minimum sponsorship requirements (Bylaw 20) are eligible for individual or team championships. The NCAA Division II Wrestling Committee and Championships Committee analyzed all the individual/team sports and realized wrestling had one of the highest percentages of minimum sports sponsorship contest numbers compared to the Bylaw 17 maximums. Accordingly, the Wrestling Committee believes its recommendation to lower the minimum number of contests and required participants will better align with the other sports. The Membership Committee agreed to collect additional feedback from the wrestling community this fall for further discussion at its November 2019 in-person meeting.
12. **Discussion regarding the National Association of Intercollegiate Athletics recruiting efforts to active Division II institutions.** The committee received an update on recent efforts by the NAIA to recruit NCAA Division II institutions. The committee will continue to track on any future NAIA recruitment efforts.
13. **Discussion regarding affiliate membership process.** NCAA staff provided an update on the NCAA Board of Governors' directive that all three divisions pursue a legislative change to eliminate the affiliate membership category. Staff noted that the Division II Management Council will review that legislative recommendation at its July 2019 in-person meeting.
14. **Discussion of current member institution closures, mergers and consolidations.** The committee received an update on member institutions and conferences that have recently closed or merged/consolidated with other institutions or conferences. Staff provided information on the following institutions and conferences: (1) Heartland and Lone Star Conferences – all but two members of the Heartland Conference has merged and become members of the Lone Star Conference for the 2019-20 academic year; and (2) Urbana University – the committee reviewed the annual report the institution was required to provide as a condition of its receipt of a waiver of the membership process following its merger with Franklin University. The committee accepted the institution's report and noted that the institution has successfully satisfied all the conditions of its waiver approval.

- 15. Review of the progress reports from Puerto Rico institutions.** In November 2017, the committee approved a five-year waiver of membership requirements for institutions in Puerto Rico following devastating hurricanes. The committee reviewed progress reports from University of Puerto Rico, Bayamon; University of Puerto Rico, Mayaguez; and University of Puerto Rico, Rio Piedras. The institution's next annual reports are due June 1, 2020.
- 16. Membership Trends.** The committee received an update regarding on-going discussions about membership issues impacting multiple divisions. Staff provided an update on the NCAA Division I Strategic Vision and Planning Committee's discussions about the requirement that a school be a member of Division II before making application to Division I. In addition, staff provided an update on the Strategic Vision and Planning Committee discussions about permitting a Division I institution that transitions to Division II to retain one or more program(s) at the Division I level. Finally, staff noted that the Division I Board is likely to discuss whether international members of Division II should be permitted to participate in the Division I ice hockey championship.
- 17. Review of Membership Committee policies and procedures.** The committee reviewed and approved an updated version of the membership committee policies and procedures for the 2019-20 academic year. The committee requested that the policies and procedures be amended to clarify that the minimum standards for application shall apply throughout the membership process. The change in policies and procedures would be applicable to all institutions entering the membership process September 1, 2019, and thereafter.
- 18. Update on sports sponsorship and financial aid audits for the 2018-19 academic year.** The committee was provided an update on the anticipated number of institutions that were selected for sports sponsorship and/or financial aid audits for the 2018-19 academic year. The committee will receive a report regarding audit findings during its September teleconference.
- 19. Update regarding institutions seeking reclassification from Division II to Division I.** Staff provided an update on active Division II institutions applying for reclassification of all sports to Division I. The committee discussed the reclassification timeline of Bellarmine University, Dixie State University, Merrimack College and the University of California, San Diego. The committee noted that Augustana University (South Dakota) publicly announced its intent to pursue Division I membership but has not yet announced a timeline for that transition.
- 20. Discussion regarding Regional Compliance Seminars.** The committee received an update regarding the 2018-19 NCAA Regional Compliance and NCAA Regional Rules Seminars. The committee also reviewed the 2019-20 schedule noting that one regional compliance seminar will be conducted in addition to the two regional rules seminars.

21. **Division II Educational Strategic Plan.** The committee received an update on the Division II educational strategic plan and progress on the initiatives included in the plan.
22. **Update on Division II University.** The committee received an update regarding usage of Division II University and the release of new courses in the summer of 2019.
23. **Approval of the Membership Committee April 10, 2019, teleconference report.** The committee reviewed and approved the report from the April 10, 2019, teleconference.
24. **Review of the April 2019 Management Council and Presidents Council summary of actions.** Staff provided an update on the summary of actions from the Management Council and Presidents Council April/May 2019 meetings, including a summary of proposals that have been approved in concept by the Management Council and Presidents Council for the 2020 NCAA Convention.
25. **Update from the NCAA Board of Governors.** The committee received an update regarding recent initiatives and actions by the Board of Governors. Specifically, the committee was updated on the orientation process for the new independent members of the Board of Governors, the formation of the NCAA Board of Governors Federal and State Legislative Working Group and the Board of Governors' decision to table further discussion about future NCAA involvement with esports.
26. **Election of Division II Membership Committee chair and vice chair.** The committee elected Jackson Stava, director of athletics, Seattle Pacific University, as chair; and Natalie Cullen, senior associate athletic director, Pittsburg State University, was elected vice chair.
27. **Future meeting/teleconference schedule.**
 - a. September 6, 2019; teleconference.
 - b. November 11-12, 2019, in-person meeting; Indianapolis.
 - c. February 11-12, 2020, in-person meeting; Indianapolis.
 - d. April 2020 teleconference, TBD.
 - e. July 8-9, 2020, in-person meeting; Indianapolis.

Committee Chair: Leslie Schuemann, Great Midwest Athletic Conference

Staff Liaisons: Mike Bazemore, Academic and Membership Affairs
Amanda Conklin, Academic and Membership Affairs
Angela Red, Academic and Membership Affairs

NCAA Division II Membership Committee July 9-10, 2019, In-Person Meeting	
Attendees:	
Natalie Cullen, Pittsburg State University.	
Bob Dranoff, East Coast Conference.	
Barbara Hannum, Hawaii Pacific University.	
Larry Marfise, University of Tampa (via teleconference).	
Margaret Poitevint, University of North Georgia.	
Leslie Schuemann, Great Midwest Athletic Conference.	
Chris Snyder, Seton Hill University.	
Jackson Stava, Seattle Pacific University.	
Robert L. Wyatt, Coker University.	
Linda Van Drie-Andrzjewski, Wilmington University (Delaware).	
Absentees:	
None.	
Guests in Attendance:	
Amy Mallett.	
NCAA Liaisons in Attendance:	
Michael Bazemore, Amanda Conklin and Angela Red.	
Other NCAA Staff Members in Attendance:	
Ashley Beaton, Susan Britsch, Dana Conner, Terri Steeb Gronau, Maritza Jones, Jordan Lysiak, Stephanie Quigg Smith and Rachel Stark Mason .	