



A G E N D A  
NCAA Division III Administrative Committee Teleconference

Microsoft Teams  
Dial-In No.: 317-550-5692  
Access Code: 630 093 528#

May 7, 2020  
10 to 11 a.m. Eastern Time

1. Welcome. (Dan Dutcher/Tori Murden McClure)
2. April 16 report. [Supplement No. 1] (Dutcher)
3. COVID-19 impact and updates.
  - a. Championships Committee action. [Supplement No. 2] (Liz Suscha)
  - b. NADIII AA request. [Supplement No. 3] (Louise McCleary)
  - c. Updated AMA [question and answer resource](#). (Jeff Myers)
  - d. COVID-19 Playing and Practice Seasons Working Group update. (McCleary/Myers)
  - e. Division III staff strategic planning. [Supplement No. 4] (Dutcher)
  - f. Council summer meeting proposed schedule. (McCleary)
    - (1) Management Council – July 19-21.
      - SAAC engagement – Sun., July 19.
      - Mon., July 20 – 9 a.m. to noon and 1 to 4 p.m.
      - Tues., July 21 – 9 a.m. to noon.
    - (2) PAG and Presidents Council – August 4-5.
      - PAG meeting - Tues., Aug. 4.
      - Wed., Aug. 5 – 10 a.m. to 1 p.m.
4. Name, Image and Likeness update. (Dutcher/Myers)
5. Other business. (All)
6. Adjournment.

**REPORT OF THE  
NCAA DIVISION III ADMINISTRATIVE COMMITTEE  
APRIL 16, 2020, TELECONFERENCE**

**ACTION ITEMS.**

- **None.**

**INFORMATIONAL ITEMS.**

1. **Welcome.** The call commenced at 11:04 a.m. Eastern Time. Staff welcomed the committee and reviewed the agenda.
2. **COVID-19 Impacts and Updates.**
  - a. National Office Budget Adjustments. Staff updated the committee regarding the Association budget implications over the next 18 months and the total national office reductions of \$176M. Division III will reduce its operations budget primarily by converting many in-person committee meetings to virtual meetings. In addition, staff travel will be reduced significantly.
  - b. D3CA Google Documents. The three Google Docs created in cooperation with the Division III Commissioners Association have been dissolved. For questions with AMA, commissioners will use the newly created COVID-19 Q&A Resource document, as well as RSRO. Any questions with the Conference Grant Program should be emailed to Ali Spungen. Staff posted a Conference Grant Resource document on ncaa.org.
  - c. AMA Question and Answer Resource. The AMA Question and Answer Resource document has been posted on the compliance page and helps address a variety of issues. Staff noted it is a living document and updates will be made as necessary.
  - d. 2021 Legislative Proposal Deadline. The July 15 membership submission deadline remains in place. The NCAA Convention is scheduled in Washington, D.C. in mid-January. Convention management staff is exploring alternative arrangements in case an in-person Convention is not possible.
  - e. COVID-19 Webinar. Staff noted that 450 membership representatives attended the April 7 webinar. The PowerPoint is posted on the Division III homepage.
  - f. COVID-19 Playing and Practice Seasons Working Group. Staff updated the committee on a newly formed NCAA internal, cross departmental working group that is reviewing possible COVID-19 issues related to summer conditioning, preseason, fall practice and competition. The working group is not a decision-making body but will collect data and forward recommendations to the NCAA COVID-19 Advisory Team. Staff also noted that Dr. Hainline is developing principles for the resocialization of sport, including practice and competition.

g. Status of Member Schools and Conferences. The committee discussed the connection between education and sports and noted that institutions will need to make difficult decisions regarding if and when to resume classes in the fall.

**3. Name, Image and Likeness Update.** Staff updated the committee on continuing discussions in the governance structure to permit greater student-athlete ability to monetize their name, image and likeness. The Federal and State Working Group will forward its final report to the Board of Governors (BOG) on April 30. Two key outcomes from the report that conflict with Division III's initial concepts:

- Use of Institutional Logos/Trademarks – The report isn't recommending the use of institutional logos and trademarks. However, Division III has initially recommended that if available to students generally, it should be available to student-athletes.
- Oversight, Compliance and Education – The report is not recommending engaging a third party to oversee compliance. Division III has articulated the need for compliance assistance and education resources.

The SAAC, Management Council and Presidents Council will have an opportunity to discuss ILC's recommended concepts at their upcoming meetings next week. In addition, AMA is creating a feedback form that the Councils will review, and the Division III NIL Oversight Group will send to the membership in May. SAAC and the Councils will have another opportunity to discuss legislation during their summer meetings.

**4. Adjournment.** The meeting was adjourned at 11:48 a.m.

*Committee Chair: Tori Murden McClure, Spalding University*

*Staff Liaisons: Dan Dutcher, Division III Governance  
Debbie Kresge, Division III Governance  
Louise McCleary, Division III Governance  
Jeff Myers, Academic and Membership Affairs  
Ali Spungen, Division III Governance*

<b>NCAA Division III Administrative Committee</b>
<b>April 16, 2020, Teleconference</b>
<b>Attendees:</b>
Heather Benning, Midwest Conference.
Gerard Bryant, John Jay College of Criminal Justice.
Fayneese Miller, Hamline University
Tori Murden McClure, Spalding University
Dennis Shields, University of Wisconsin, Platteville.
<b>Staff:</b>
Dan Dutcher, Debbie Kresge, Louise McCleary, Jeff Myers, Adam Skaggs, Ali Spungen and Kiana Verdugo.



**REPORT OF THE  
NCAA DIVISION III CHAMPIONSHIPS COMMITTEE  
APRIL 27, 2020, VIDEOCONFERENCE**

**ACTION ITEMS.**

**1. Legislative items.**

- None.

**2. Nonlegislative items.**

- **Cancellation of championship banquets and approval of virtual sport committee meetings.**
  - a. Recommendation. The committee recommended that for the 2020-21 academic year, championships banquets not be conducted, and that all sport committee annual meetings be held via digital platforms instead of in person.
  - b. Effective date. Immediate.
  - c. Rationale. Per the Strategic Planning and Finance Committee's (SPFC) request, the Championships Committee reviewed potential budget cuts to meet the division's mandated reserve policy (50% of the annual revenue) through the end of the current CBS/Turner contract (2023-24). Championships Committee members considered these two options as well as potential championships reductions that could come from the division's "supplemental spend" (i.e., those items that are not part of the base budget; refer to Informational Item No. 6). (Note: These adjustments are occurring in all three divisions.)
  - d. Estimated budget impact. Projected total savings of \$440,000 in cancelled banquets and virtual sport committee annual meetings.
  - e. Student-athlete impact. The Championships Committee and sport committees will work with staff to explore different ways to recognize award winners (e.g., Elite 90 recipients) typically honored at the championship's banquets.

**INFORMATIONAL ITEMS.**

1. **Opening remarks.** Championships Committee chair Kiki Jacobs welcomed the group to the videoconference and noted the importance of this committee's work given the circumstances surrounding the COVID-19 situation.
  
2. **COVID-19 updates.** Committee members reported on factors impacting operations at their own campuses and acknowledged the challenges ahead for the entire division. Staff also provided updates related to national office operations and areas in which cost savings could be realized. Given the uncertainties moving forward, the committee believes it is best to continue working strategically with the intent of conducting championships in 2020-21 as planned but to be nimble enough to react to a fluid and unpredictable environment.
  
3. **Approval of recent reports.** The committee approved the report from its March 23 teleconference as presented.
  
4. **Division III Management Council update.** Heather Benning, who also chairs the Management Council, reviewed recent actions, including approval of permitting only institutions in year three of the provisional or reclassifying process to count toward the automatic qualification waiting period (per the Championships Committee's recommendation), and approving noncontroversial legislation to adjust sport committee rosters to coincide with the new regional alignment the Championships Committee endorsed.
  
5. **Division III Strategic Planning and Finance Committee report.**
  - a. Budget review. The Strategic Planning and Finance Committee noted the cancellation of the 2020 Division I Men's Basketball Championship will result in all three divisions experiencing approximately a 70% revenue loss, which equates to \$22 million in revenue for Division III for 2020-21. The SPFC asked the Championships Committee and staff to provide input regarding the division's future forecast and proposed budget cuts to meet the division's mandated reserve policy (50% of the annual revenue) through the current CBS/Turner contract (2023-24). (See Informational Item 6.)
  
  - b. Bracket expansion in field hockey and men's lacrosse. The SPFC tabled a recommendation from the Championships Committee to expand the field hockey bracket by two teams (from 24 to 26) and the men's lacrosse bracket by two teams (from 36 to 38), more because of the timing of the requests rather than opposition

to them. With bracket sizes needing to be set prior to the new academic year, and because of COVID-19 and the uncertainty of the budget, SPFC asked the Championships Committee to revisit these requests. Given the uncertainties surrounding sport sponsorship and institutional budgets, Championships Committee members agreed to table requesting expansion for both sports until the next budget cycle beginning in 2021-22, noting that the requests would be prioritized at that time.

**6. COVID-19 impact on budget prioritization.** Per the SPFC's request, the committee reviewed potential budget cuts to meet the division's mandated reserve policy (50% of the annual revenue) through the current CBS/Turner contract (2023-24). In addition to the recommended cancelation of championships banquets and the approval of virtual sport committee annual meetings, Championships Committee members considered the following potential championships reductions that could come from the division's "supplemental spend" (i.e., those items that are not part of the base budget):

- a. Ground transportation. The committee recommended not reimbursing local ground transportation in team sports and individual/team sports.
- b. Preliminary-round conference matchups. The committee recommended suspending a pilot program (currently in year one of two) that separates conference opponents in the first round of a championship.
- c. Travel party size. Committee members were hesitant to pull back on the recently adopted increases and as such did not recommend cuts in this area for now.

Estimated cost savings for items (a) and (b): \$ 1.321 million.

**7. COVID-19 impact on spring-sport AQs.** The committee discussed how the COVID-19 situation affects conferences serving part of a two-year waiting period or grace period and affirmed the following statements that will be included in the academic and membership affairs Q&A document pertaining to COVID-19-related issues as well as being sent to Division III conference commissioners.

- a. Waiting period statement: The 2020 spring semester may be counted toward a conference's two-year waiting period so long as the conference can demonstrate it would have had seven institutions that would have satisfied automatic-qualification requirements, including meeting sport-sponsorship minimums, and but for COVID-19 would have competed.

- b. Grace period statement: So long as a conference can demonstrate it would have met the criteria for a grace period year during the 2019-20 academic year, the 2019-20 academic year will count as a grace period year. An institution or conference may submit a waiver requesting an extension of the grace period to the Division III Championships Committee. (Note that the Championships Committee will review waiver requests on a case-by-case basis and determine if mitigation presented warrants an approval.)
- 8. Review of regional rankings and selection criteria.** The committee reviewed current policies and procedures regarding regional rankings and selection criteria and asked staff to develop specific questions for sport committees to consider (e.g., whether a set fixed number or a fixed percentage should be used for regional rankings; RPI vs. PairWise, etc.).
- 9. Baseball and softball survey.** The committee reviewed and authorized a survey from the Division III Baseball Committee and the Division III Softball Committee to head coaches, directors of athletics and conference commissioners regarding potential championship date formula changes in those two sports that could be implemented no earlier than the 2023 championships.
- 10. Joint Men's and Women's Soccer Committees report.** The committee reviewed a request to change the date formula for the men's and women's soccer championships beginning with the 2021 championships (or possibly the 2022 championships given the COVID-19 situation) and given the shortness of time agreed to take action on the matter during its next videoconference. In the meantime, staff encouraged committee members to forward questions to be addressed.
- 11. Future meetings.** Staff noted that all governance meetings through August would be conducted via virtual platforms. The Championships Committee currently is scheduled to convene May 19 and June 22, but members acknowledged that the unusual circumstances may require meeting sooner and more frequently.

*Committee Chair: Kiki Jacobs, Roger Williams University*

*Staff Liaisons: Liz Turner Suscha, Championships and Alliances  
Laura Peterson-Mlynski, Championships and Alliances  
Julie Sargent, Academic and Membership Affairs*

<b>Division III Championships Committee April 27, 2020, Videoconference</b>	
<b>Attendees:</b>	
Robin Baker, University of Wisconsin-Eau Claire.	
Heather Benning, Midwest Conference.	
Jason Fein, Bates College.	
Kiki Jacobs, Roger Williams University.	
Braly Keller, Nebraska Wesleyan University.	
Chuck Mitrano, Empire 8.	
Michelle Morgan, John Carroll University.	
John Neese, Hardin-Simmons University.	
Penny Siqueiros, Wesleyan College (Georgia).	
<b>Absentees:</b>	
None.	
<b>Guests in Attendance:</b>	
Gary Brown, NCAA Contractor.	
<b>NCAA Staff Support in Attendance:</b>	
Laura Peterson-Mlynski, Championships and Alliances.	
Julie Sargent, Academic and Membership Affairs.	
Liz Turner Suscha, Championships and Alliances.	
<b>Other NCAA Staff Members in Attendance:</b>	
Kevin Alcox, Dan Dutcher, Jan Gentry, Laura Klee, John Kuzio, Louise McCleary, Jeff Myers, JP Williams.	





**President: Keri Alexander Luchowski, NCAC**

**Vice President: Lori Runksmeier, Eastern Connecticut State University**

**Secretary: Gary Williams, Wittenberg University**

**Past President: Joe Walsh, GNAC**

**Executive Director: Dick Rasmussen, UAA**

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April 29, 2020

Louise McCleary  
Managing Director of Division III  
PO Box 6222  
Indianapolis, IN 46206

Louise,

The NADIII AA Executive Board is proposing to continue our partnership with Division III to provide meaningful professional development opportunities to the athletic administrators within our Division.

In recognition of the financial challenges facing colleges and universities across the country, but most specifically in Division III, the NADIII AA Executive Board is choosing to waive membership dues for the 2020-21 academic year, though we have not made the formal announcement to our membership yet.

We will welcome any and all Division III athletic administrators to register for NADIII AA at no cost and are committed to continuing to provide them with meaningful development opportunities and resources to help navigate this current crisis, in addition to our usual networking and professional development opportunities. We would also be continuing our awards, honoring the community service efforts of our institutions and recognizing our most talented new professionals, as well as recognizing those who have dedicated their careers to Division III.

In order to continue to offer these opportunities to Division III members, we would be grateful to Division III for your help with a more limited partnership grant of \$10,800 for the remainder of the 2019-20 academic year, which would cover our current organizational management costs and allow us to offer a free NADIII AA membership to all Division III administrators for 2020-21.

We thank you for your consideration of this request and for your continued support which has benefitted so many administrators over the years.

Sincerely,

Keri Alexander Luchowski

	Bylaw 17 Max.	Bylaw 20 Min.	
Cross Country	9	DOC	56%
Football	10	Contests	70%
Field Hockey	20	Contests	60%
Soccer	20	Contests	65%
Women's Volleyball	22	DOC	77%

	First Contest	Selections	Duration of Season	Days/Max	Days/Min
Cross Country	9/1/2020	11/15/2020	75	8	15
Football	9/3/2020	11/15/2020	73	7	10
Field Hockey	9/1/2020	11/8/2020	68	3	6
Soccer	9/1/2020	11/9/2020	69	3	5
Women's Volleyball	9/1/2020	11/9/2020	69	3	4

	First Contest	Selections	Duration of Season	% Reduction	Days/Max	Days/Min
Cross Country	9/15/2020	11/15/2020	61	19%	7	12
Football	9/15/2020	11/15/2020	61	16%	6	9
Field Hockey	9/15/2020	11/8/2020	54	21%	3	5
Soccer	9/15/2020	11/9/2020	55	20%	3	4
Women's Volleyball	9/15/2020	11/9/2020	55	20%	3	3

	First Contest	Selections	Duration of Season	% Reduction	Days/Max	Days/Min
Cross Country	10/1/2020	11/15/2020	45	40%	5	9
Football	10/1/2020	11/15/2020	45	38%	5	6
Field Hockey	10/1/2020	11/8/2020	38	44%	2	3
Soccer	10/1/2020	11/9/2020	39	43%	2	3
Women's Volleyball	10/1/2020	11/9/2020	39	43%	2	2

	First Contest	Selections	Duration of Season	% Reduction	Days/Max	Days/Min
Cross Country	10/15/2020	11/15/2020	31	59%	3	6
Football	10/15/2020	11/15/2020	31	58%	3	4
Field Hockey	10/15/2020	11/8/2020	24	65%	1	2
Soccer	10/15/2020	11/9/2020	25	64%	1	2
Women's Volleyball	10/15/2020	11/9/2020	25	64%	1	1

	Percent Change From Minimums									
	10%		15%		20%		25%		30%	
Cross Country	5	1	4	1	4	1	4	1	4	2
Football	6	1	6	1	6	1	5	2	5	2
Field Hockey	11	1	10	2	10	2	9	3	8	4
Soccer	12	1	11	2	10	3	10	3	9	4
Women's Volleyball	15	2	14	3	14	3	13	4	12	5

	Percent Change From Maximums									
	10%		15%		20%		25%		30%	
Cross Country	8	1	8	1	7	2	7	2	6	3
Football	9	1	9	2	8	2	8	3	7	3
Field Hockey	18	2	17	3	16	4	15	5	14	6
Soccer	18	2	17	3	16	4	15	5	14	6
Women's Volleyball	20	2	19	3	18	4	17	6	15	7