



**REPORT OF THE NCAA DIVISION III STRATEGIC  
PLANNING AND FINANCE COMMITTEE  
MARCH 24, 2020, TELECONFERENCE**

**ACTION ITEMS.**

**1. Legislative Items.**

- None.

**2. Nonlegislative.**

**a. Spring Nonchampionship Programs.**

- (1) Recommendation. Approve the cancelation of specific spring and summer Division III nonchampionship programs and initiatives remaining during the 2019-20 academic year .
- (2) Effective date. Immediately.
- (3) Rationale. Due to the COVID-19 disruption to campuses and the national office, and the significant budget impact caused by the cancelation of winter and spring championships, staff recommends canceling the staff-administered nonchampionship programs remaining for this budget year. Programs canceled to date include the SWA Program, Institute for Administrative Advancement and Next Steps. In addition, staff recommends the cancelation of Gameday the DIII Way Ambassador training, DISC programming, CoSIDA Student Program, Division III Day at CoSIDA and the New AD Orientation Program.

If the NADIII AA Summer Forum is held in June, Division III would honor its financial support of \$75,000, as well as honor the Women Leaders in College Sports grant of \$30,000. The \$100,000 earmarked for year two of the diversity coaching grants will be dispersed in August.

- (4) Estimated budget impact. Savings of \$350,000.
- (5) Estimated student-athlete impact. None.

**b. Conference Strategic Grant – Blanket Waiver.**

- (1) Recommendation. Approve a blanket waiver for 2019-20 that provides conferences relief for any unspent funds within each tier of the conference strategic grant per the policies and procedures due to COVID-19. No warning letters will be issued for failure to meet grant requirements for 2019-20.
- (2) Effective date. Immediately.

- (3) Rationale. Institutional transitions to e-learning and the cancelation of many professional development programs will directly impact the ability of commissioners to comply with the Conference Strategic Grant spending policies within each tier.

Staff will instruct commissioners that if a conference office has unused funds this year, it may choose to either return the funds to the NCAA or rollover the funds for next year. If a conference decides to rollover the funds, it will follow the current rollover policy per the conference grant policies and procedures.

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

**c. 2019-20 Approved Conference Strategic Grant Rollover Fund – Blanket Waiver.**

- (1) Recommendation. Grant a one-year blanket waiver extension for conferences that received rollover funds for 2019-20.
- (2) Effective date. Immediate.
- (3) Rationale. Last year the committee approved a new rollover policy. The policy allows conferences to request the rollover of funds and, if approved by the committee's Grant Subcommittee, the funds must be used in the following budget year; unspent rollover funds need to be returned to the NCAA. Due to the impact of COVID-19, staff recommends that the ten conferences that received rollover funds for 2019-20 be granted a one-year extension until August 1, 2021, to use these rollover funds.
- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

**INFORMATIONAL ITEMS**

1. **Welcome.** The chair, President Fayneese Miller, Hamline University, called the teleconference to order at 9 a.m. EST.
2. **Report from the November 14, 2019, Teleconference.** The committee reviewed and approved its report from November 2019.
3. **Division III Strategic Plan.** Staff reviewed the 2019-20 Division III strategic plan that outlines the division's strategic priorities and assigns a dollar figure to each priority. During its June teleconference, the committee will review the outcomes of each priority for this year (e.g., accomplished, on-going, etc.)

4. **Division III Budget.** The committee reviewed the 2019-20 budget-to-actual summary as of February 2020. To date, the division has a surplus of approximately \$700,000 from fall championships, while nonchampionship initiatives are within budget.

The NCAA Chief Financial Officer, Kathleen McNeely, detailed the impact of COVID-19 and the cancellation of the Division I Men's Basketball Championship. All three divisions will experience approximately a 70% revenue loss, which equates to \$22 million in revenue for Division III this year.

To determine the impact of the revenue loss, staff made the following initial assumptions to determine this year's expenses:

- Championships. Expect \$11.8 million in championship expenses.
  - Fall championships - \$7.4 million actual expenses.
  - Winter championships – assume 59% of \$7 million budget for a total of \$3.5 million.
  - Spring championships – assume 10% of \$11.1 million budget for a total of \$978,000.
- Nonchampionships. Anticipate expenses of approximately \$7.1 million.

Overall, expect \$18 million in expenses this year; approximately eight million more than the adjusted revenue. The overage in expenses will be covered by the division's existing surplus above and beyond the mandated reserve.

During its June teleconference, the committee will hear recommendations from the Championships Committee and staff 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). Possible championships reductions may come from the division's "supplemental spend" that include the following: (1) Ground transportation – individual and teams – when a team flies to a site and must rent a van or bus for local ground transportation; (2) Guaranteeing no first round conference match-ups (adopted as a two-year pilot, with 2019-20 being year one) and (3) Enhanced travel parties. Staff will explore approximately half a million-dollar reduction in the nonchampionship budget. The proposed reductions would provide a savings of approximately \$2 million annually and allow the division to comply with its mandated reserve policy through the remainder of the current broadcast agreement (2020-24) barring another extraordinary event or a significant increase in travel inflation.

The committee received a verbal update regarding the current mandated reserve policy and its impact on the budget during 2024-25 and beyond. While the division will receive an 11% increase in revenue in 2024-25, the current mandated reserve policy would dictate that the division immediately increase its reserve by approximately two million dollars in 2024 to account for the large revenue increase. Staff has determined that to run automatic qualification-only championships and limited nonchampionship programming for an entire academic year will require approximately \$18-20 million in the reserve. In June, the committee will discuss possible scenarios to adjust the mandated reserve policy.

**5. Division III Proposed 2020-21 Initiatives.**

- a. Nonchampionships Budget Initiatives. Staff reviewed the approved 2020-21 nonchampionships initiatives that were approved at the start of the 2019-21 two-year budget cycle. The only addition is \$85,000 to support a 360 Membership Engagement Program.

Staff provided an update on the reclassification request of the assistant director of governance communications from three-quarter to full-time. The committee remains supportive of the reclassification; however, it needs to be approved through the national office budget process.

- b. Championships Committee February 2020 Report. The committee 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). The approximate cost would be \$110,000. Staff noted that bracket sizes need to be set prior to the new academic year; however due to COVID-19 and the uncertainty of the budget, SPFC would like the Championships Committee to revisit these requests during its next teleconference.
- c. Championships Budget Initiatives. The committee reviewed previously approved 2020-21 championships expenses, noting increases in the following: (1) Committee composition increases due to sport regionalization; (2) Per diem increase to \$100 and increase for hosts of non-predetermined preliminary rounds (3) Reinstate host honorarium for non-predetermined preliminary rounds hosts; (4) Bracket expansion for several championships; and (5) National champion award watch for individual event championships.

- 6. Officiating Update.** The committee received an update on the Association's efforts to review and address issues related to officiating. Staff will send an officiating survey to the membership in the coming weeks. Division III commissioners are committed to continuing their study with the Pictor Group. A draft report will be available in May, with the final report being submitted to commissioners in June.

**7. Review Current Division III Programs with a Budget Impact.**

- a. 2019 FAR Institute. The committee received an update on the 2019 FAR Institute budget noting the next institute won't occur until 2022-23. The next two years, staff will host the FAR Orientation, which will occur during the FAR fall meeting.
- b. 2020 ADR Institute. Staff shared feedback from the 2020 ADR Institute held in conjunction with the NCAA Convention.
- c. 2020 Student Immersion Program. The fifth Student Immersion Program was held in conjunction with the NCAA Convention. Staff noted the guest speaker session on personal branding was well received and very engaging.

- d. International Ice Hockey Pilot. A survey was sent to institutions and conferences involved with this year's international ice hockey pilot. Currently there is no financial commitment to this pilot moving forward. The Management Council at its upcoming meeting will review the survey results and determine next steps.
  - e. Gameday the DIII Way. The committee reviewed an implementation timeline noting a request for sport committees and regional advisory committees to watch the Gameday training module.
  - f. LGBTQ Recognition Awards. At the direction of the LGBTQ Working Group, staff launched the inaugural Division III LGBTQ OneTeam Awards. These newly created awards will annually recognize an honoree in three categories: (1) LGBTQ Student-Athlete of the Year; (2) LGBTQ Administrator/Coach/Staff of the Year; and (3) the OneTeam Athletics Department/Conference of the Year. The application process for all three awards is available on NCAA Program Hub until June 1 at 5 p.m. (EST).
  - g. 360 Proof – Implementation Workshop. An inaugural 360 Proof Implementation Workshop is scheduled for January 2021 in conjunction with the NASPA Strategies conference. The workshop will prepare implementation teams (a student affairs and athletics administrator) to engage in comprehensive, best practice prevention efforts while strengthening relationships between athletics and student affairs.
  - h. 2020 New Commissioner Orientation. The committee received the feedback from the New Commissioners Orientation held for nine new commissioners.
  - i. 2020 New Athletics Director Orientation. Staff noted the remainder of program is canceled this year due to COVID-19 and related budget issues.
- 8. Association-wide Strategic Plan Update.** The committee noted the Board of Governors is scheduled to review the final draft of the Association-wide strategic plan during its April meeting.
- 9. Strategic Positioning Platform Review.** Staff noted that once the Association-wide strategic plan is finalized, it will create a subcommittee to review and provide updates, as needed, to the Division III Strategic Positioning Platform. Any committee member that would like to be part of this subcommittee should email Dan Dutcher or Louise McCleary.
- 10. Division III Strategic Initiatives Conference Grant Program.**
- a. Update on NCAA Audit Process. Staff updated the committee on annual required audit process. Per the policies, the NCAA internal audit department successfully audited three conferences and noted no issues.
  - b. Conference Grant Review Subcommittee Members. Staff confirmed that Angela Baumann, Mike Vienna and David Ellis will serve on the subcommittee for another year.

- c. Tier One – Policy Regarding Minimum Funds if Returned to NCAA. During its discussion, the committee agreed that for conference offices to avoid a warning letter for unspent Tier I required annual or biannual spend (e.g. SWA, FAR, Ethnic Minority), the conference office would need to return a minimum of \$1,000 to the NCAA. This new policy will be applicable with the submission of the 2020-21 impact form.

## **11. Hot Topics.**

- a. 2020 Legislation Voting Results. Staff reviewed the Division III legislative voting results from the 2020 NCAA Convention.
- b. Name, Image and Likeness (NIL). The committee received an update on NIL, noting a webinar will be held Wednesday, April 1 and a teleconference of the Division III Oversight Working Group will occur Thursday, April 9. The Oversight Working Group plans to review recommendations being sent to the Management and Presidents Councils for their April meetings. The Management and Presidents Councils will review a legislative model for the 2021 NCAA Convention during their summer meetings.
- c. Arrington Concussion Settlement. Staff updated the committee with the latest information from the Arrington concussion settlement: (1) Certify, in writing, to third-party legal representative by May 18 that the institution has a concussion management plan. It is a one-time certification. (2) Beginning with the 2020-21 year, conduct annual baseline testing on all student-athletes. (3) Ensure that all return to play is granted by a team physician and not a designee. (4) In January, the Division III Management Council passed noncontroversial legislation noting that all institutions must report concussions on an annual basis to SSI. Currently SSI is developing the reporting process.
- d. NCAA Board of Governors.
  - Sexual violence prevention. Institutions still must certify on an annual basis that they educate their staff regarding sexual violence prevention.
  - Winter/Spring championships cancellation. The committee reviewed the actions that the Administrative Committee took as a result of COVID-19. Staff noted that the Division III Commissioners Association has established google documents to help manage the questions.

## **12. Other Business.** None.

## **13. Future Meetings – June 2020 Teleconference.** An invitation will be sent to schedule the mid-June teleconference.

## **14. Adjournment.** The teleconference adjourned at 11:44 a.m. EST.

*Committee Chair: Fayneese Miller, Hamline University*  
*Staff Liaisons: Mark Aiken, Administrative*  
*Dan Dutcher, Division III Governance*  
*Eric Hartung, Research*  
*Louise McCleary, Division III Governance*  
*Jeff Myers, Academic and Membership Affairs*  
*Ali Spungen, Division III Governance*

<b>NCAA Division III Strategic Planning and Finance Committee</b>
<b>March 24, 2020, teleconference</b>
<b>Attendees:</b>
Angela Baumann, Massachusetts State Collegiate Athletic Conference.
Heather Benning, Midwest Conference.
Chuck Brown, Pennsylvania State University Erie, the Behrend College.
David Ellis, Becker College.
Tiffany Franks, Averett University.
Kiki Jacobs, Roger Williams University.
Robert Lindgren, Randolph-Macon College.
Lori Mazza, Western Connecticut State University.
Fayneese Miller, Hamline University, chair.
Colby Pepper, Covenant College, SAAC.
Dennis Shields, University of Wisconsin, Platteville.
Kent Trachte, Lycoming College.
Michael Vienna, Emory University.
Joseph Walsh, Great Northeast Athletic Conference.
<b>Absentees:</b>
None.
<b>NCAA Staff Support in Attendance:</b>
Dan Dutcher, Debbie Kresge, Louise McCleary and Ali Spungen.
<b>Other NCAA Staff Members in Attendance:</b>
Mark Aiken, Eric Hartung, Anthony Holman, Jeff Myers, Rachel Stern, Liz Suscha and Kiana Verdugo.