



**REPORT OF THE
DIVISION III CONVENTION-PLANNING SUBCOMMITTEE
DECEMBER 11, 2018, TELECONFERENCE**

ACTION ITEMS.

- **None.**

INFORMATIONAL ITEMS.

- 1. Welcome and review roster.** The chair, Heather Benning, welcomed the subcommittee to the teleconference and reviewed the roster.
- 2. Minutes from November 5 teleconference.** The subcommittee reviewed the minutes and had no changes.
- 3. Concepts and ideas for future Convention formats.** The subcommittee members requested the opportunity to discuss future Convention formats. The discussion included the following concepts and ideas:
 - a. **Division III Business Session.** Recommended moving it to a biannual format since the legislative agenda has been so light the past several years. The biannual format would allow the membership flexibility in attendance, in nonvoting years, and ultimately reduce travel, hotel and lodging expenses. A noted concern was moving to a biennial legislative cycle.
 - b. **Move the Division III Business Session to Friday afternoon.** This format change would allow delegates to depart on Friday evening and be on campus to oversee and manage weekend athletics events and competitions.
 - c. **Virtual voting.** The subcommittee discussed the benefits to voting on legislation via technology instead of in-person. A noted concern was losing the value of in-person dialogue.

Ultimately, the subcommittee requests Management Council discuss the concept of moving the Saturday Business session to Friday afternoon.

Staff noted that convention hotel contracts have been signed and booked through 2027 so the first opportunity for change, if supported by the Council, would be in 2028.

4. **2019 Convention plan.** The subcommittee reviewed the following documents for the Convention.
 - a. Division III Delegates Schedule. The subcommittee reviewed the final version, with room locations, and had no recommended changes.
 - b. Division III-specific discussion checklist. Staff reviewed the Division III-specific checklist and reminded subcommittee members that they will be receiving agendas, scripts and PowerPoints over the next several weeks to review and provide feedback.
 - c. Division III Issues Forum. The subcommittee reviewed the final agenda, discussed the roundtable presentations, and selected speakers to lead these roundtable discussions.
 - d. Division III Business Session. The subcommittee reviewed the final agenda and had no recommended changes.
5. **Convention Registration Packet.** Staff updated the subcommittee on the registration packet materials. Staff also asked for feedback on the current process to select the new Division III Management Council slate. The current process includes the Nominating Committee selecting the nominees in the fall, Management Council approving at its October meeting, and the membership voting, via paddle vote, during the Division III Business Session. If it isn't a legislative requirement to vote in-person, the subcommittee had no concerns with the vote being conducted electronically so that it mirrors the Presidents Council voting process for new Council members.
6. **Updated registration numbers.** The subcommittee reviewed the updated registration numbers as of December 7. To date, over 3,668 total delegates have registered to attend the Convention, with 1,228 Division III registrants.
7. **2019 Convention planning timeline.** The subcommittee reviewed the timeline and noted it was the last teleconference prior to the 2019 NCAA Convention. In preparation for the 2020 Convention there will be a doodle scheduling request sent out in late January or early February to set a March 2019 teleconference. The chair thanked the departing subcommittee members for their service and time.
8. **Other business.** None.
9. **Adjournment.** The teleconference adjourned at 1:55 p.m. Eastern time.

Committee Chair: Heather Benning, The Midwest Conference
Staff Liaisons: Louise McCleary, Division III Governance
Debbie Brown, Division III Governance

Teleconference date: December 11, 2018
Attendees:
Heather Benning, Midwest Conference
Brian Granata, Arcadia University, Middle Atlantic Conference
Joe Hakes, Illinois Institute of Technology, Independents
Shantey Hill, St. Joseph's College (Long Island), Skyline Conference
Greg Johnson, North Central University, Upper Midwest Athletic Conference
Scott Kilgallon, Webster University, St. Louis Intercollegiate Athletic Conference
Julie Kline, Earlham College, Heartland Collegiate Athletic Conference
Lori Mazza, Western Connecticut State University, Little East Conference
Lisa Melendy, Williams College, New England Small College Athletic Conference
Joe Onderko, Presidents' Athletic Conference
Lori Runksmeier, Eastern Connecticut State University, NADIII
Kandis Schram, Maryville College (Tennessee), USA South Athletic Conference
Kellen Wells-Mangold, University of Wisconsin-River Falls, Wisconsin Intercollegiate Athletic Conference
Absentees:
Sean Cain, Adrian College, Michigan Intercollegiate Athletic Conference
Tiffany Franks, Averett University, USA South Athletic Conference
Kent Trachte, Lycoming College, Middle Atlantic Conference
NCAA Staff Support in Attendance
Debbie Brown and Louise McCleary
Other NCAA Staff Support in Attendance
Jessi Faulk, Eric Hartung, Crystal Reimer and Emily Tisdale