

**REPORT OF THE  
NCAA DIVISION III CONVENTION PLANNING SUBCOMMITTEE  
DECEMBER 9, 2024, VIDEOCONFERENCE**

**ACTION ITEMS.**

- **None.**

**INFORMATIONAL ITEMS.**

1. **Welcome and review roster.** The subcommittee commenced business at 11:03 a.m. Eastern time.
2. **Report of November 14 videoconference.** The subcommittee approved the report without edits.
3. **2025 NCAA Convention updates.**
  - a. **Division III delegates' schedule.** The subcommittee reviewed the most recent Division III delegates' schedule and had no recommended changes.
  - b. **Presidents and Chancellors forum.** The subcommittee reviewed the current draft agenda for the forum and had no recommended changes.
  - c. **Issues Forum.** The subcommittee reviewed the draft agenda for the Issues Forum. The subcommittee confirmed the discussion questions regarding Name, Image and Likeness and administrative challenges facing the membership. Additionally, the subcommittee finalized the speakers for each topic.
  - d. **Business Session.** The subcommittee reviewed the draft agenda and had no changes.
4. **Convention registration packet.** The subcommittee confirmed the contents of the Convention registration packet.
5. **Convention Management updates.**
  - a. **Registration.** The subcommittee was informed that 1,140 Division III participants had registered for the Convention as of December 5.
  - b. **Appointment of Delegates.** As of the date of the meeting, less than 20 institutions still need to complete their appointment of delegate form. Those institutions are being contacted.
  - c. **Other updates.** Hotel confirmation numbers will be emailed to registrants this week.
6. **Future meetings.** The next videoconference will take place in March 2025. A scheduling poll will be sent early in the new year to schedule the videoconferences for planning the 2026 NCAA Convention.

7. **Membership Convention Education Session.** The subcommittee continued to discuss the concept to solicit proposals from the Division III membership to conduct one of the three Division III Convention education sessions at the 2026 Convention. After reviewing, the subcommittee provided feedback on the proposed process and proposal information. The subcommittee anticipates finalizing the process, proposal information and selection criteria during its March videoconference.
8. **Other business.** The committee thanked Bill Stiles for his service as chair, since this was his last meeting. The incoming chair of the subcommittee will be Joe Bednarsh, as the most tenured Management Council representative.
9. **Adjournment.** The videoconference adjourned at 11:35 a.m. Eastern time.

*Committee Chair: Bill Stiles.*

*Staff Liaison: Bill Regan, Division III Governance*

NCAA Division III Convention Planning Subcommittee December 9, 2024, Videoconference	
<b>Attendees:</b>	
Keri Alexander Luchowski, North Coast Athletic Conference Angela Baumann, Massachusetts State Collegiate Athletic Conference Joe Bednarsh, Yeshiva University Bryan Coker, Maryville College (Tennessee) Ryan Erwin, East Texas Baptist University Carrie Gardner, Christopher Newport University Jason Imperati, Lawrence University Doug Lee, Waynesburg University Laura Mooney, Massachusetts College of Liberal Arts Bill Stiles, Alvernia University Kiana Verdugo-Maday, Alma College	
<b>Absentees:</b>	
Allan Belton, Pacific Lutheran University Jim Duncan, Rhodes College Julia Hathaway, Virginia Wesleyan University Steven Mauro, Alfred State College Amber Thomas, Centennial Conference Jason Verdugo, Wisconsin-Eau Claire	
<b>Guests in Attendance:</b>	
None.	

<b>NCAA Staff Support in Attendance:</b>
Bill Regan and Lisa Rogers.
<b>Other NCAA Staff Members in Attendance:</b>
Olivia Baumhoer, Crystal Reimer and Whitney Tharp.