



**REPORT OF THE  
NCAA DIVISION III CONVENTION PLANNING SUBCOMMITTEE  
JUNE 6, 2024, VIDEOCONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and review roster.** The subcommittee commenced business at 1 p.m. Eastern.
2. **Report of March 15 videoconference.** The subcommittee reviewed the report and had no changes.
3. **Convention management updates.** The subcommittee was advised that the schedule for the 2025 Convention will move from Wednesday to Saturday to Tuesday through Friday. The subcommittee was further advised that this change was for the 2025 Convention only, and that the schedule for future Conventions will be decided annually based on facility availability. The meeting request site is expected to open in late June. Registration for the Convention opens Sept. 10 and there will not be a rate increase. The hotel rate is \$272 per night plus tax and includes the resort fee.
4. **Discuss educational session topics.** The subcommittee discussed potential Division III specific education session topics for the 2025 Convention. Division III will have three education sessions available for the membership. One will be sponsored by the National Association of Division III Athletic Administrators (NADIII AA) and two other sessions will be based on membership feedback, including a membership survey issued in May. After discussion and the subcommittee agreed on the following sessions:
  - a. **Recruitment and Retention of Athletics Personnel. (National Association of Division III Athletics Administrators (NADIII AA) session).** The session will focus on best practices to recruit and retention athletics personnel.
  - b. **Survive and Thrive** – This session will focus on recruiting and fundraising best practices which may include monetizing streaming, alumni outreach/giving, and department fundraising, special events and effective cost-saving measures.
  - c. **Fan Behavior and Sportsmanship** – This session will provide practical guidance and best practices on how to handle difficult situations, training staff, education for parents and supporters, de-escalating strategies.
5. **Review 2025 Convention draft schedule.** The subcommittee reviewed a preliminary draft of the schedule for Division III programming and sessions. The subcommittee continues to discuss potential additional programming to address institutional SAACs.
6. **Issues Forum topics.** The subcommittee continued its discussion of possible topics for the Issues Forum. Some initial concepts discussed by the subcommittee included the external



financial review, legal update and officiating. The subcommittee anticipates finalizing the topics for the Issues Forum at its September meeting.

7. **2025 Convention Planning timeline.** The subcommittee reviewed the timeline of its activities leading to the 2025 Convention.
8. **Future subcommittee videoconferences.** The subcommittee was reminded of the remaining 2024 videoconferences:
  - a. September 17, 2 p.m. Eastern.
  - b. November 14, 11 a.m. Eastern.
  - c. December 9, 11 a.m. Eastern.
9. **Other business.** It was suggested the opportunities available to the membership, such as the Ethnic Minority grant, should be promoted in some way during the Convention.
10. **Adjournment.** The videoconference adjourned at 1:45 p.m. Eastern.

*Committee Chair: Bill Stiles.*

*Staff Liaison: Bill Regan, Division III Governance*

NCAA Division III Convention Planning Subcommittee June 6, 2024, Videoconference	
<b>Attendees:</b>	
Angela Baumann, Massachusetts State Collegiate Athletic Conference.	
Joe Bednarsh, Yeshiva University.	
Bryan Coker, Maryville College (Tennessee)	
Jim Duncan, Rhodes College.	
Carrie Gardner, Christopher Newport University.	
Jason Imperati, Lawrence University.	
Doug Lee, Waynesburg University.	
Laura Mooney, Massachusetts College of Liberal Arts.	
Amber Thomas, Centennial Conference.	
Jason Verdugo, Wisconsin-Eau Claire.	
Kiana Verdugo-Maday, Alma College.	
Brian Wigley, Shenandoah University.	



<b>Absentees:</b>
Allan Belton, Pacific Lutheran University.
Julia Hathaway, Virginia Wesleyan University.
Keri Alexander Luchowski, North Coast Athletic Conference.
Steven Mauro, Alfred State College.
Bill Stiles, Alvernia University.
<b>Guests in Attendance:</b>
None.
<b>NCAA Staff Support in Attendance:</b>
Bill Regan, Lisa Rogers.
<b>Other NCAA Staff Members in Attendance:</b>
Stacey Blackwell, Randy Kelso, Crystal Reimer, Whitney Tharp and Emily Tisdale.