



**REPORT OF THE
DIVISION III CONVENTION-PLANNING SUBCOMMITTEE
NOVEMBER 9, 2020, VIDEOCONFERENCE**

ACTION ITEMS.

- **None.**

INFORMATIONAL ITEMS.

1. **Welcome and Review Roster.** Staff welcomed the subcommittee to the videoconference and reviewed the roster.
2. **Report from September 9, 2020, Videoconference.** The subcommittee reviewed the report and had no changes.
3. **2021 Convention Plan.** The subcommittee reviewed the following documents for the 2021 NCAA Convention.
 - a. Division III delegates schedule. The subcommittee reviewed the most up to date Division III delegates schedule and had no recommended changes.
 - b. Division III-specific discussion checklist. The subcommittee reviewed the Division III-specific discussion checklist and subcommittee members volunteered to act as reviewers for the various Division III Convention sessions. The primary function of these members is to review the agenda, roundtable questions, script and PowerPoint, if applicable.
 - c. Athletics Direct Report Institute. The subcommittee reviewed the agenda for the ADR Institute and had no recommended changes. The ADR Institute planning team selected 21 ADRs, and is finalizing the speakers.
 - d. Student Immersion Program. For the sixth annual Student Immersion Program, the selection committee chose 45 (23 male and 22 female) ethnic-minority students, interested in a career in Division III athletics, to participate in a virtual program. Each participant will have an administrative mentor as well as an early-career path mentor. In coordination with the office of inclusion, staff has developed the participant's virtual Convention programming schedule.
 - e. Special Olympics activity. Special Olympics North America, staff and national Student-Athlete Advisory Committee (SAAC) are collaborating to develop this year's activities.

- f. Virtual meetings. Staff reviewed this year's key Division III virtual meetings.
- (1) New Athletics Director (AD) Meet and Greet. Staff anticipates approximately 30 directors of athletics in the new AD cohort to attend this year's virtual Meet and Greet meeting.
 - (2) Presidents Council/Management Council/SAAC joint meeting. Staff presented a draft agenda of this year's virtual meeting and noted that national SAAC would review and update, as necessary, at its November meeting.
- g. Issues Forum. The subcommittee reviewed the agenda and confirmed the following topic:
- Review and Q&A of the 2021 legislative proposal.
- h. Division III Business Session. The subcommittee reviewed the agenda and had no changes. Staff noted that prior to the voting, there would be a one-hour presentation by Lenora Billings Harris, a national renowned speaker, on unconscious bias.
- 4. 2021 Convention Planning Timeline.** The subcommittee reviewed the Convention timeline.
- 5. Convention Management Update.** The subcommittee confirmed the following with the NCAA Convention Management staff:
- a. Updated Convention registration numbers. The subcommittee reviewed the updated Convention registration numbers as of October 27, 2020. To date, just under 1,000 total delegates have registered for the virtual Convention, with 391 Division III registrants. With the later than usual registration opening, staff anticipates these numbers to continue to grow as it gets closer to the Convention in January.
 - b. Convention App. Due to the virtual format, staff will not use the Convention app that has been used in past years. There will be a new app that staff will share with the membership in early January.
 - c. Honors Celebration. The Honors Celebration will be in a virtual format this year and will mirror this year's Woman of the Year celebration. The length of the celebration will be an hour.
 - d. Appointment of delegates. Staff will send the form Wednesday, November 18, to all presidents and director of athletics. The process will mirror past years.

6. **Other Business.** There was no other business.

7. **Future Subcommittee Conference Call.** The next teleconference is scheduled for 11 a.m. Eastern time Monday, December 14.

8. **Adjournment.** The teleconference adjourned at 11:30 a.m. Eastern time.

Committee Chair: Lori Mazza, Western Connecticut State University, Little East Conference
Staff Liaisons: Ali Spungen, Division III Governance
Debbie Brown, Division III Governance

NCAA Division III Convention Planning Subcommittee November 9, 2020, Videoconference
Attendees:
Heather Benning, Midwest Conference.
Davie Jane Gilmour, Pennsylvania College of Technology, North Eastern Athletic Conference.
Mariann Ingraham, Elms College, New England Collegiate Conference.
Kiki Jacobs, Roger Williams University, Commonwealth Coast Conference.
Gregg Kaye, Commonwealth Coast Conference.
Richanne C. Mankey, Defiance College, Heartland Collegiate Athletic Conference.
Laura Mooney, MCLA, Massachusetts State Collegiate Athletic Conference.
Troy Paino, University of Mary Washington, Capital Athletic Conference.
Rob Passage, Willamette University, Northwest Conference.
Colby Pepper, Covenant College, USA South Athletic Conference.
Brian Sisson, Saint Mary’s University of Minnesota, Minnesota Intercollegiate Athletic Conference.
Patrick Summers, New England Women’s and Men’s Athletic Conference, D3CA.
Absentees
Sam Ferguson, McMurry University, American Southwest Conference.
Lori Mazza, Western Connecticut State University, Little East Conference.
Kandis Schram, Maryville College (Tennessee).
Guests in Attendance
Jessi Faulk, Melissa Piening, Stacey Preston, Crystal Reimer, Emily Tisdale and Whitney Tharp.
NCAA Staff Support in Attendance
Debbie Brown, Jarett Gerald, Louise McCleary and Ali Spungen.