



**REPORT OF THE
DIVISION III CONVENTION PLANNING SUBCOMMITTEE
SEPTEMBER 6, 2019, TELECONFERENCE**

ACTION ITEMS.

- **None.**

INFORMATIONAL ITEMS.

1. **Welcome.** The chair, Lori Mazza, commenced the teleconference at 11 a.m. Eastern time, and welcomed the subcommittee.
2. **Report of the June 17, 2019, Teleconference.** The subcommittee reviewed and approved the report.
3. **Educational Session Topics.** The subcommittee reviewed the final descriptions of the Division III educational sessions for the 2020 Convention and provided areas of emphasis and education:
 - a. Collaborative Approaches – When Mental Health Intersects with Student-Athlete Identities. This session will provide a panel discussion on mental health issues facing Division III student-athletes. The panel will examine where mental health intersects with LGBTQ-A+ and disability identities. The presentation will share resources and collaborative best practices.
 - b. Crisis Management: Being Your Best During Your Institution’s Worst Days. Crisis is a “when” not an “if” and it will hit colleges and universities of all shapes and sizes. The question this session will address is, how ready are you to respond when the unthinkable happens? This interactive presentation will immediately ask the audience to consider their institution’s readiness for a crisis. The session will include real-life examples of how and how not to handle a crisis. Attendees will be provided with tools to help them understand the importance of protecting a brand, student-athletes, the campus community, administrative staff and others. Attendees also will learn best practices for developing a crisis communication plan, a crisis communication team, social media readiness and examples of effective crisis leadership.
 - c. NADIII AA: Growing Our Next Generation of Leaders through Mentorship and Opportunity. As leaders, we have a responsibility to our profession and the institutions we serve to identify and facilitate the growth of the next generation of leaders in intercollegiate athletics. Active mentorship is a key element in achieving this goal. Providing opportunities that will challenge emerging leaders and help them develop is equally important. This panel of veteran and emerging leaders will speak to their experiences in both providing and finding sound mentorship as well as opportunities to enable the development of our next generation of leaders.

Overall, the subcommittee noted that the presenters need to fully engage the audience and provide a question and answer period.

4. **Association-wide Educational Sessions.** The subcommittee reviewed the descriptions of the Association-wide educational sessions.

5. **Division III Governance Related Sessions.**
 - a. Athletics Direct Report Institute. This session is closed (by nomination only). The selection committee chose 32 Athletics Direct Reports. The Institute will take place Wed., Jan. 22, from 8 to 5 p.m. and Thurs., Jan. 23, from 8 a.m. to 5 p.m.

 - b. Division III Student Immersion Program. Nominations will close at 5 p.m. Eastern time September 30 and staff anticipates 90 applications. A subgroup of the Diversity and Inclusion Working Group will select 40 participants in early October. This program will begin Wed., Jan. 22, from 3 to 5:30 p.m. and have events each day, with a debrief session Saturday, Jan. 25, immediately following the conclusion of the Business Session.

 - c. Chancellors/Presidents Programming.
 - (1) Presidents and Chancellors Engagement Programming. This session is open to all chancellors and presidents in Divisions I, II and III. The session will take place Thurs., Jan. 23, from 8:30 to 9:30 a.m.

 - (2) Presidents and Chancellors Forum and Luncheon. This session is open to all Division III chancellors and presidents and will take place Thurs., Jan. 23, from 11:30 a.m. to 1 p.m.

 - (3) Educational Programming. Similar to last year, the NCAA will host an educational session Thurs., Jan. 23, from 2:30 to 4 p.m. specifically for presidents and chancellors.

 - d. Student-Athlete Advisory Committee (SAAC) Programming.
 - (1) Special Olympics Unified Sports Activity. This activity is scheduled for Thurs., Jan. 23, from 1:15 to 3 p.m. It is open to all Convention attendees. Special Olympics California is working with the Division III National SAAC to determine the activity.

 - (2) Programming for Students. SAAC has identified several sessions that will be most beneficial to Division III student attendees. Staff noted the NCAA Convention registration fee for students is \$50.

 - e. Issues Forum. Friday, Jan. 24.
 - The subcommittee reviewed and confirmed the discussion topics and provided feedback on the content.

- (1) Presidents/chancellors panel.
 - (2) Lenora Billings-Harris, a diversity speaker on bias and overcoming generational gaps.
 - (3) Convention Legislative Proposals Q&A/Open Forum. On its next teleconference, the subcommittee will earmark proposals that should be discussed in greater detail.
- f. Business Session: Saturday, Jan. 25. The subcommittee discussed and endorsed the following format:
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| 8 to 8:15 a.m. | Welcome. |
| 8:15 to 8:30 a.m. | Division III SAAC Mental Health Video. |
| 8:30 to 11 a.m. | Voting on 2020 Legislative Proposals. |
- (1) Division III SAAC Mental Health Video.
 - (2) Voting – 2020 Legislative Proposals – there are 11 proposals, five sponsored by the governance structure and six from the membership.
6. **2020 NCAA Division III Convention Schedule.** The subcommittee reviewed the draft schedule noting the Division III specific programming that will take place during Convention.
7. **2020 Convention-Planning Timeline.** The subcommittee reviewed the timeline and noted the Nov. and Dec. teleconference dates.
8. **Teleconferences.** The next teleconferences are scheduled for:
- a. 11 a.m. Eastern time Wed., Nov. 13.
 - b. Noon Eastern time Fri., Dec. 13.
9. **Other Business:** The subcommittee noted the opening of the NCAA Convention registration is Tues., Sept. 10. Early bird registration ends October 9 at which time the registration fees increase from \$325 to \$450. Division III meeting space and sleeping rooms will be at the Anaheim Marriott. The room rate is \$204 a night plus taxes. There are three overflow hotels:
- a. Sheraton Park Hotel at the Anaheim Resort,
 - b. Residence Inn at the Anaheim Resort/Convention Center, and

- c. Springhill Suites Anaheim Resort Convention Center.

The overflow hotels are within walking distance of all Convention meeting locations and the price range is \$159 to \$189 plus taxes per night.

John Wayne, Orange County airport is the closest airport. The NCAA will not provide transportation upon arrival in Anaheim, California. NCAA delegates are responsible for their own transportation to their hotel. The NCAA will provide complimentary airport shuttles to John Wayne Airport, Orange County, upon conclusion of the Business Sessions Saturday, Jan. 25, only.

10. **Adjournment.** The teleconference was adjourned at 11:50 a.m. Eastern time.

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

NCAA Division III Convention Planning Subcommittee September 6, 2019, Teleconference
Attendees:
Tiffany Franks, Averett University.
Joe Hakes, Illinois Institute of Technology.
Mariann Ingraham, Elms College.
Greg L. Johnson, North Central University.
Gregg Kaye, Commonwealth Coast Conference.
Marcus Manning, Centenary College (Louisiana).
Scott McGuinness, Washington and Jefferson College.
Laura Mooney, Massachusetts College of Liberal Arts.
Lori Mazza, Western Connecticut State University.
Lisa Melendy, Williams College.
Colby Pepper, Covenant College.
Lori Runksmeier, Eastern Connecticut State University, NADIII AA.
William Tsutsui, Hendrix College.
Kellen Wells-Mangold, University of Wisconsin, River Falls.
Absentees
Stevie Baker-Watson, DePauw University.
Kandis Schram, Maryville College (Tennessee).
Patrick Summers, New England Women's and Men's Athletic Conference, D3CA.
Guests in Attendance
Jessi Faulk, Stacey Preston and Crystal Reimer.
NCAA Staff Support in Attendance
Debbie Brown, Louise McCleary, Ali Spungen and Kiana Verdugo.