



## A G E N D A

National Collegiate Athletic Association

Division III Management Council

Grand Sierra Ballroom C  
Caribe Royale

January 23, 2019

1. Welcome and announcements. (Shantey Hill-Hanna)
2. Rosters, future meeting schedule and monthly updates. (Hill-Hanna)
3. Review of summary and minutes. (Hill-Hanna)
  - a. Summary of fall 2018 quarterly meetings.
  - b. November 13, 2018, and January 3, 2019, Administrative Committee reports.
4. Division III Philosophy Statement and the Strategic Positioning Platform. [Supplement Nos. 1a and 1b] (Dan Dutcher)
5. Committee/subcommittee reports.
  - a. Division III Joint Presidents Council/Management Council committees or subcommittees.
    - (1) Convention-Planning Subcommittee. [Supplement Nos. 2a and 2b] (Heather Benning)
    - (2) Strategic Planning and Finance Committee. [Supplement No. 3a] (Shantey Hill-Hanna/Caryl West)
      - (a) 2018-19 budget-to-actuals. [Supplement No. 3b]
      - (b) Future projections. [Supplement No. 3c]
    - (3) Joint Legislative Steering Committee. (Hill-Hanna)
  - b. Management Council subcommittees.
    - (1) Subcommittee for Legislative Relief. [Supplement No. 4] (Stevie Baker-Watson)

- (2) Playing and Practice Seasons Subcommittee. (Bobby Davis)

c. Division III committees.

- (1) Championships Committee. [Supplement Nos. 5a and 5b] (Mike Vienna)
- (2) Committee on Infractions. (Gail Cummings-Danson)
- (3) Financial Aid Committee. [Supplement No. 6] (Kandis Schram)
- (4) Infractions Appeals Committee. (Kate Roy)
- (5) Interpretations and Legislation Committee. [Supplement Nos. 7a, 7b and 7c] (Jason Fein)
- (6) Membership Committee. (Laura Mooney)
- (7) Nominating Committee. (Lori Mazza)
- (8) Student-Athlete Advisory Committee. [Supplement Nos. 8a and 8b] (Madison Burns/Sean Cain)
- (9) Student-Athlete Reinstatement Committee. [Supplement No. 9] (Benning)

6. Association-wide committees.

- a. Committee on Competitive Safeguards and Medical Aspects of Sports. [Supplement Nos 10a and 10b] (Stevie Baker-Watson)
- b. Committee on Sportsmanship and Ethical Conduct. (Karen Tompson-Wolfe)
- c. Committee on Women's Athletics. [Supplement No. 11] (Denise Udelhofen)
- d. Honors Committee. [Supplement No. 12] (Benning)
- e. Minority Opportunities and Interests Committee. [Supplement No. 13] (Gerard Bryant)
- f. Joint Minority Opportunities and Interests Committee and Committee on Women's Athletics. [Supplement No. 14] (Udelhofen/Bryant)
- g. Olympic Sports Liaison Committee. [Supplement No. 15] (Joe Walsh)

- h. Playing Rules Oversight Panel. [Supplement No. 16] (Dan Calandro)
  - i. Postgraduate Scholarship Committee. [Supplement No. 17] (Cummings-Danson)
  - j. Research Committee. [Supplement No. 18] (Tim Millerick)
  - k. Walter Byers Scholarship Committee. (Walsh)
7. 2019 Convention Legislation. (Jeff Myers/Bill Regan)
- a. Review of 2019 NCAA Convention Notice.
  - b. Legislative proposal question and answer guide. [Supplement No. 19]
  - c. Review of parliamentary and voting issues. [Supplement Nos. 20a and 20b]
  - d. Review of speaker assignments. [Supplement Nos. 21a and 21b]
  - e. Review administrative regulations approved by Management Council. [Supplement No. 22] (Myers/Regan)
  - f. Review noncontroversial legislation approved by the Management Council. [Supplement No. 23] (Myers/Regan)
  - g. Review of modifications of wording approved by the Management Council. (Myers/Regan)
8. Division III initiatives and updates.
- a. Diversity and Inclusion Working Group. [Supplement No. 24] (Bryant)
  - b. Faculty Athletics Representative Working Group. [Supplement Nos. 25a, 25b and 25c] (Brad Bankston)
  - c. LGBTQ Working Group. [Supplement Nos. 26a and 26b] (Vienna)
  - d. Technology Users Group. [Supplement No. 27] (McCleary)
  - e. Division III University. (McCleary)
  - f. Division III Identity Initiative. [Supplement No. 28] (Adam Skaggs)

- g. Strategic Communications Working Group. [Supplement Nos. 29a, 29b and 29c] (Skaggs)
  - h. Conference Business Management Resource Subgroup. [Supplement Nos. 30a and 30b] (McCleary)
  - i. Feedback from conference meetings. [Supplement Nos. 31a, 31b and 31c] (McCleary)
  - j. 360 Proof update. [Supplement No. 32] (McCleary)
  - k. FAR Orientation report. [Supplement No. 33] (McCleary)
  - l. Injury Surveillance Program. [Supplement No. 34] (Baker-Watson/Bankston)
9. Skyline Conference Proposal. [Supplements Nos. 35a, 35b, 35c and 35d] (Dutcher)
10. Association-wide updates and issues.
- a. Board of Governors (BOG) update. [Supplement Nos. 36a] (Mark Emmert/Donald Remy/Jackie Campbell)
    - Board of Governors Proposal to Add Independent Members. [Supplement Nos. 36b, 36c, 36d, 36e and 36f]
    - Committee to Promote Cultural Diversity and Equity. [Supplement No. 36g]
    - Sports Wagering update. [Supplement No. 36h]
    - Esports.
    - Governmental Relations report. [Supplement No. 36i]
  - b. Sports Science Institute updates. (Brian Hainline/John Parsons)
    - Catastrophic injury prevention interassociation guideline. [Supplement No. 37a]
    - SSI timeline. [Supplement No. 37b]
  - c. Litigation update. (Naima Stevenson)
  - d. Transfer Portal. (Susan Peal)
  - e. Compliance attestation module for presidents and chancellors. [Supplement No. 38] (McCleary/Dutcher)



- f. Senior woman administrator resources. [Supplement Nos. 39a and 39b] (McCleary)
- 11. 2019 Convention logistics. (McCleary)
  - a. Delegates schedule. [Supplement No. 40]
  - b. Joint PC/MC/SAAC meeting. [Supplement Nos. 41a and 41b]
  - c. Division III Issues Forum. [Supplement No. 42]
  - d. Division III Business Session. [Supplement No. 43]
- 12. Other business and open forum. (All)
  - Gender neutral language update. [Supplement No. 44] (McCleary)
  - Acknowledgement of departing Council members. (Hill-Hanna/Roy)
- 13. Adjournment.



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## FUTURE MEETING SCHEDULE

Attending	Dates	Meeting	Location
<b>2019</b>			
	January 22-26	Student-Athlete Advisory Committee (SAAC)	Orlando, FL
	January 23-26	NCAA Convention	Orlando, FL
	January 23	Management Council	Orlando, FL
	January 23	PROP	Orlando, FL
	January 24	Presidents Council	Orlando, FL
	January 26	Post-Convention Management Council	Orlando, FL
	February 5-6	Championships Committee	Indianapolis, IN
	February 11-12	Interpretations and Legislative Committee (ILC)	Indianapolis, IN
	February 11-12	Financial Aid	Indianapolis, IN
	February 20-21	Membership Committee	Indianapolis, IN
	February 26	Nominating Committee	Indianapolis, IN
	February 27	Administrative Committee in-person meeting	Jersey City, NJ
	April 13-14	Student-Athlete Advisory Committee (SAAC)	Indianapolis, IN
	April 15-16	Management Council	Indianapolis, IN
	April 24-25	Committee on Women's Athletics	Atlanta, GA
	April 24-25	Minority Opportunities and Interest Committee	Atlanta, GA
	April 30 – May 1	Presidents Council	Indianapolis, IN
	May 15-17	Regional Rules Seminar	Indianapolis, IN
	June 3-5	Regional Rules Seminar	Denver, Colorado
	June 11-12	Student-Athlete Reinstatement (SAR) Committee	Indianapolis, IN
	June 17-18	Championships Committee	Indianapolis, IN
	June 19-20	Membership Committee	Indianapolis, IN
	June 24-25	DIII Commissioners/Asst. Commissioners Meeting	Indianapolis, IN
	July 20-21	SAAC	Indianapolis, IN
	July 21-23	Management Council	Indianapolis, IN
	August 6-7	President's Advisory Group/Presidents Council	Indianapolis, IN
	Sept. 17-18	Interpretations and Legislative Committee (ILC)	Indianapolis, IN
	October 18-19	FAR Institute	Indianapolis, IN
	October 21-22	Management Council	Indianapolis, IN
	October 29-30	Presidents Council	Atlanta, Georgia
	November 10-11	SAAC	Indianapolis, IN
	November 19-20	Student-Athlete Reinstatement (SAR) Committee	Indianapolis, IN

\*Dates subject to change.

### 2020 Meetings Scheduled

Membership Committee      February 18-19, 2020  
    June 16-17, 2020 [pending dates of Regional Rules Seminar]



## MONTHLY UPDATE // ISSUE NO. 156 // NOVEMBER 2018

This update is a tool to enhance communication between the NCAA national office and the Division III membership, with distribution to athletics directors, senior woman administrators, faculty athletics representatives, presidents, the national Student-Athlete Advisory Committee, conference commissioners and the National Association of Division III Athletic Administrators electronic mailing list. **We encourage athletics directors to share this communication with their department members.** Please contact Louise McCleary at [lmccleary@ncaa.org](mailto:lmccleary@ncaa.org) to include an item or share comments and remember to check out the Division III governance [homepage](#) for the latest news.

### HIGHLIGHTS

[Hot Topics](#)

[360 Proof Updates](#)

[SSI Updates](#)

[CoSIDA Updates](#)

[Diversity Spotlight](#)

[Special Olympics](#)

[AMA Updates](#)

[Educational Information](#)

[PROP Updates](#)

[Committee Updates](#)

[Key Dates](#)

### HOT TOPICS

#### 2019 NCAA Convention - Association-wide Business Session

Consistent with the recommendation from the Commission on College Basketball, chaired by Condoleezza Rice, the NCAA Board of Governors has sponsored a proposal to add five independent members to its roster. The proposal will be put to an Association-wide vote at the annual NCAA Convention on Thursday, January 24 at 5:45 p.m.

Adding independent members to the Board of Governors will benefit the Association in several ways. Most significantly, it will provide fresh perspectives on the complex issues the Association faces every day, including academics, well-being and the student-athlete experience. Adding independent members will also help strengthen public trust in what we do and the decisions we make. In fact, having independent board members is a best practice throughout government, higher education, and nonprofit and corporate business sectors. It also presents an opportunity to add diversity to the board. As it relates to independence, by definition, an independent member is an individual who is not salaried by an NCAA-member institution, conference or affiliated member, and is verified as independent by the Board of Governors. The nomination process will be open, meaning nominations, including self-nominations, can come from within the membership or the public.



The Board of Governors Executive Committee, which is composed of representatives from all three divisions, with majority membership in Division II and III, will review nominations and recommend a slate of nominees to the full board for review and approval. It is important to remember that the Board of Governors is an Association-wide body and looks at issues from an association-wide perspective. The independent members, like the other members on the Board of Governors, will have a fiduciary responsibility to act in the best interest of college sports and the Association as a whole, rather than the interests of any particular division or institution. The selection process will include a thorough orientation and division specific education process to ensure these individuals have the necessary background and knowledge to fulfill the board's Association-wide decision-making and oversight functions.

An Association-wide vote is not a common occurrence at the annual Convention; however, this vote will have a lasting impact on how we serve student-athletes and enhance their experience in the future. Although we are three divisions with somewhat different governance models, our collective mission is the same: to educate student-athletes in a safe environment while preparing them for success in life. We hope you take advantage of the opportunity to vote for this important initiative in January.

### **2019 NCAA Convention Resource Page**

Please visit the [2019 Convention Resource page](#) for this year's Convention resources. Staff will post key information (e.g., the Official Notice, legislative proposal Q&A guide, education session PowerPoints, Association wide business session materials) on this page as it becomes available.

### **Sports Wagering**

Reflecting the NCAA's continued commitment to student-athlete well-being and protecting the integrity of competition, the Association's top governing board voted this week to establish a membership committee to address the expansion of legalized sports wagering. Read more [here](#).

### **SWA Resources**

The office of inclusion recently released two new resources as part of an action plan that was developed based on the findings in the Optimizing the Senior Woman Administrator Research Report (2018). The first [resource](#) clarifies what exactly the designation is and why it's important. The second [resource](#) provides discussion questions about the designation that include commentary on what success looks like for the designation to be used by athletics directors, conference commissioners, senior woman administrators and other relevant campus leaders.

### **NCAA Strategic Planning Process**

The NCAA's top governing board is seeking membership feedback as part of the process to refresh the Association's strategic plan. The Board of Governors has enlisted the services of Attain LLC, a consulting firm, to help create an actionable, long-range plan that solidifies the direction and priorities for the Association. [Read more](#).

### **NCAA Division III Webinars**

The next Division III webinar will be 1:30-2 p.m. Eastern time, **Tuesday, November 6**. The topic will be a recap of the October Management and Presidents Council meetings.

Future webinars will be conducted on the following dates from 1:30 to 2 p.m. Eastern time:

- December 4 - Academic and Membership Affairs - review of 2019 NCAA Convention legislation.
- February 5 - 2019 NCAA Convention recap.

Each webinar will be limited to the first 250 participants. All past webinar [PowerPoints](#) are on the Division III website.

### Division III LGBTQ Resources

The Division III LGBTQ Working Group recently mailed a copy of the [LGBTQ Nondiscrimination Policy Guide](#) and an LGBTQ-inclusion promotion kit to every institution and conference to help establish and maintain welcoming environments across Division III. If your institution or conference has not received either resource, please contact [Jean Merrill](#).

### Grad Rate Reporting

The 2018 voluntary graduation rates data collection hit an all-time high with 214 institutions submitting information. Thank you to all those schools that participated in this important initiative. Honorariums will be distributed in the coming weeks as a thank you to the participating schools. Don't miss the NCAA public release of the graduation rates on November 14. Also, please remember that in January the division will have the opportunity to vote on a proposal, sponsored by the Presidents Council, to make this annual reporting mandatory. Questions should be directed to [Eric Hartung](#).

### 2018-19 Identity Initiative Purchasing Website

Did you know that you can access the Division III Identity Initiative purchasing website via MyApps in Single Source Sign-On? Access the purchasing website, [ncaadiii.sourceoneordering.com](http://ncaadiii.sourceoneordering.com), by entering the email address of your institution's director of athletics (or for conferences, the commissioner's email address) as the username, and then enter the password you created the first time you logged into the site (those logging in for the first time can create any password). Assistance with logging in to the site, updating records to reflect a new director of athletics' email address, delegating log-in access to another staff member, resetting passwords and placing orders is available from [Amy Byrnes](#) at Source One Digital.

## 360 PROOF UPDATES

### Monthly Prevention Tip

Finals are approaching, as are the holidays. For some students, it will be their first trip home. Equip parents with strategies for talking to their children by considering and promoting parent-based interventions detailed in CollegeAIM, as well as sharing <http://www.collegeparentsmatter.org>. Also, you can watch the March 14, 2018 webinar with national expert Rob Turrisi as he discusses the outstanding findings from his parent-based intervention.

Is it an even numbered year? That means your Biennial Report required by the Drug Free Schools and Communities Act (DFSCA) needs to be completed. 360 Proof can help! Completing the Campus Self Study will provide most (if not all) of the data you need for your Biennial Report. Plus, watch the webinar from Sept. 20, 2016 on Center Point featuring national expert Eric Davidson as he walks us through the ins and outs of the review process.

### Learning Collaborative

The October 360 Proof Learning Collaborative Webinar was "Brief Interventions for Athletes - Harm Reduction, Alcohol and Relationship Violence" presented by Brian Bowden and Benjamin Bradley from Dartmouth College. Presenters explained interventions to reduce High Risk Drinking and Relationship/Interpersonal Violence including the components, implementation process and evaluation efforts of: Primary Care Screening for High Risk Drinking, Mini-BASICS and Dartmouth Bystander Intervention (DBI).

The next webinar, " Risk Factors, Protective Factors, and Norms among First-Year Athletes" is scheduled for 1 p.m. Eastern time, Wednesday, November 28, and features David Wyrick, Director of the Institute to Promote Athlete Health & Wellness, UNC Greensboro, University of North Carolina at Greensboro. All registered 360 Proof users receive invitations to the webinar series and have access to the library of past sessions. Questions about 360 Proof or accessing the webinars? Email: [experthelp@360proof.org](mailto:experthelp@360proof.org).

### Technical Assistance

You also are invited to book a one-on-one appointment with a 360 Proof alcohol prevention expert at the 2018 NASPA Strategies Conference or the NCAA Convention. To schedule your session, email a request to [experthelp@360proof.org](mailto:experthelp@360proof.org) and include:

- Your name and institution,
- Your phone number, and
- The topic or questions you would like to discuss.

## SPORT SCIENCE INSTITUTE (SSI) UPDATES

### 2019 APPLE Training Institutes

Registration is now open for the 2019 APPLE Training Institutes to be held January 18-20 in Charlottesville, Virginia, and January 25-27 in Orlando, Florida. The NCAA Sport Science Institute partners with the University of Virginia Gordie Center to sponsor the APPLE Training Institute, an annual three-day training workshop. The workshop is for Divisions I, II and III student-athletes, athletics administrators and campus partners to help prevent student-athlete substance abuse and promote the health and well-being of college athletes. The cost of registration is \$400 per team and the deadline to register is **November 15**. However, please note registration for both institute locations is typically full by mid-October. To register or find more information about the APPLE Training Institute, [click here](#).

### CSMAS June Meeting Report

The full report from the June 2018 Committee on Competitive Safeguards and Medical Aspects of Sports meeting is available [here](#).

### 2018 NCAA Football Data Task Force Executive Summary

In February 2018, the NCAA SSI hosted the 2018 Football Data Task Force in Indianapolis. The executive summary of the task force is now available [here](#).

### NCAA Catastrophic Sport Injury Reporting

All institutions are required to report annually on all fatalities, near-fatalities and catastrophic injuries sustained by student-athletes, as required by 2014 Association-wide legislation. For more information, click [here](#).

## CoSIDA UPDATES

### CoSIDA Recognition Week

The third annual CoSIDA Membership Recognition Week is just around the corner (November 7-13). This week is an opportunity for those who interact with collegiate Sports Information and Athletics Communication Directors to observe and celebrate the impact these individuals have on intercollegiate athletics. Click [here](#) for the CoSIDA Week promotional kit, which includes recommendations and best practices for a number of constituencies in collegiate athletics to recognize SIDs.

### Division III and D3SIDA Recognition Award

Congratulations Jeremy Viens, Babson College Athletics Communications Director, on receiving the 2018 Fall Division III and D3SIDA Recognition Award! The selection committee of D3SIDA members chose Viens' story titled: "[Men's](#)

[Basketball Alums Droney, Flannery Bring National Championship Pedigree to The Basketball Tournament.](#)" The story was exceptionally well done, and Division III and D3SIDA applaud your work and efforts. Award winners receive a \$1,500 credit to attend Division III Day held in conjunction with the annual 2019 CoSIDA convention.

The Division III and D3SIDA recognition award is a partnership between the Division III governance staff and the Division III College Sports Information Directors of America (D3SIDA) to recognize the best work by athletics communication directors portraying the Division III identity and student-athlete experience. The recognition program is part of the Division III Identity Initiative. It seeks to honor the best work - including news releases, feature articles, videos, blogs and other materials - produced by Division III campus and conference athletics communication offices.

The next submission period opens mid-November and closes February 15. For more details on the recognition award, click [here](#).

## DIVERSITY SPOTLIGHT INITIATIVE

The University of Wisconsin Superior is the recipient of the October Division III Diversity Spotlight Initiative. The institution had its inaugural Student-Athlete - Equity, Diversity and Inclusion Committee meeting. This committee, structured similar to the Student-Athlete Advisory Committee, is comprised of two student-athletes from each of UW-Superior's 19 varsity athletic programs. The committee has three initial goals:

- To be advocates of EDI values within each athletic team;
- To train, educate and deepen the knowledge of what equity, diversity and inclusion means throughout the athletic department.
- To help advise the athletics administration on how to better encompass equity, diversity and inclusion.

Click [here](#) for more information and a photo gallery.

The Diversity Spotlight Initiative recognizes and promotes outstanding diversity related projects, programming and initiatives that are occurring on Division III campuses and in conference offices. All selected recipients receive \$500 toward their next diversity initiative. To submit an initiative for consideration for November, email [Louise McCleary](#), with a brief statement (no more than 500 words) as to why your institution or conference office deserves to be the spotlight recipient. Attach a video or photo if applicable. The nomination deadline is **November 21**.

### Diversity Tip of the Month

Click [here](#) for the NCAA's Achieving Excellence Through Diversity and Inclusion. This resource contains information about best practices used by your peers - athletic administrators, conference and university officials - that successfully promote an inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds. This document is a useful primer for those groups that seek to address diversity and inclusion issues for the first time, and a helpful resource to those groups looking to enhance and supplement current diversity and inclusion strategies.

## SPECIAL OLYMPICS

### Spotlight Poll

The NCAA Division III Special Olympics Spotlight Poll is a story-telling initiative located on [ncaa.org/D3SpecialOlympics](#). It features new stories each month that highlight a Division III and Special Olympics joint activity or event. The story with the highest number of votes on the 25th day of each month is the winner. That institution or conference receives \$500 to use for its next Special Olympics event. Both written and digital submissions are accepted. Featured stories are selected based on inclusion of the student-athlete perspective and Division III messaging. To submit a story for consideration, email [d3specialolympics@ncaa.org](#).

### October Winner

After 620 total votes [W&J SAAC teams with Special Olympics to host basketball tournament](#) won the October Special Olympics Spotlight Poll by gathering 93 percent (581) of the total votes! The Presidents will receive \$500 to use for its next Special Olympics event. To submit a story for consideration, please email [d3specialolympics@ncaa.org](mailto:d3specialolympics@ncaa.org).

### November Nominees

Here are the stories for the November Special Olympics poll:

[Penn State Altoona Women's Volleyball Hosts Special Olympics](#)

[Haverford Women's Soccer Hosts Delaware County Special Olympics](#)

[Gustavus Adolphus Showing at Special Olympics Flag Football](#)

Click [here](#) to vote starting Thursday, November 1. The winner will be announced November 26.

### Special Olympics 50 for 50th Challenge

This summer marked 50 years of Special Olympics! In honor of this milestone and in celebration of our partnership with this incredible organization, the national Division III Student-Athlete Advisory Committee has initiated the 50 for 50th Challenge. Each Division III institution is challenged to have at least 50 student-athletes participate in a Special Olympics event(s) from August 1, 2018 to February 28, 2019. Institutions should report their Special Olympics participation in the 50 for 50th Challenge via the Division III Special Olympics [website](#). All institutions that complete the challenge will receive a prize, and the three institutions with the highest percentage of student-athlete participation will face off in the March 2019 Special Olympics Spotlight Poll. The institution with the most votes in the Spotlight Poll will be declared the champion during the 2019 Division III Week and receive a special grand prize. For more information on the 50 for 50th Challenge, click [here](#).

Division III and Special Olympics also have joined forces to present [50 profiles](#) honoring the unified work of the NCAA, Division III and Special Olympics. To follow the conversations, use the hashtag #d3SO50for50th for more profiles and Division III/Special Olympics activities.

## ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)

### Rule of the Month

Bylaw 16.1 defines the limits for awards a student-athlete may receive for participation in athletics while representing the student-athlete's institution. It's important to keep in mind that any award provided to a student-athlete for participation in athletics while representing the institution that exceeds the limits defined in 16.1 would be considered an extra benefit and would typically impact a student-athlete's eligibility and involve restitution to reinstate the student-athlete's eligibility. The limitation in bylaw 16.1 apply to both currently enrolled student-athletes and student-athlete that have exhausted their eligibility but remain enrolled at the institution.

[Figures 16-1](#) (Participation Awards), [16-2](#) (Championship Awards) and [16-3](#) (Special Achievement Awards) of the NCAA Division III Manual outline the limits regarding the maximum value of the awards, number of times the award can be provided and who can provide the awards. Besides cost and frequency, athletics department and institutions must also be aware that some awards are not permissible as awards for representing the institution. These include: cash, gift certificates/card that are redeemable for cash, and country or sport club memberships. (Bylaw 16.1.3)

### New Division III Interpretations

The NCAA Division III Interpretations and Legislation Committee determined that Division III athletics staff may contact student-athletes whose names appear in the NCAA Transfer Portal as the notification of transfer constitutes a written permission to contact for purposes of Division III. [References: NCAA Division III Bylaw 13.1.1.2]

### Division III Legislative Relief Blanket Waiver

Student-athletes that may have received impermissible secondary educational expenses based on athletics ability will receive relief pending the membership's vote on 2019 Convention Proposal No. 2-3.

The NCAA Division III Management Council approved a blanket waiver for currently enrolled student-athletes that, prior to their initial full-time collegiate enrollment, received educational expenses to attend a high school or preparatory school that were based in part on athletics ability provided:

- The expenses were not awarded or provided by an agent, professional sports team/organization or a representative of an institution's athletics interest; and
- The expenses were disbursed directly through the recipient's high school and/or preparatory school.

This waiver is contingent on the outcome of the vote on 2019 Convention Proposal No. 2-3, Amateurism -- Pre-Enrollment Expenses. If the proposal is adopted at the 2019 convention, this waiver will continue to provide relief for any student-athlete that received the noted expenses prior to the effective date of proposal. If the proposal is not adopted at the 2019 convention, the relief provided by this waiver will terminate and institutions will need to seek reinstatement for the student-athletes that received the impermissible benefit. The Division III Management Council granted this request based on student-athlete well-being, institutional difficulty in monitoring and the intent of the proposed legislation. [Reference: NCAA Division III Bylaws 12.1.7 (Prohibited Forms of Pay) and 12.1.7.3 (Educational Expenses)].

### **Second Publication of Proposed Legislation (SPOPL)**

Information related to the 2019 NCAA Convention [Division III Second Publication of Proposed Legislation](#) (SPOPL) is now available on the NCAA website.

### **Legislative Timeline**

The legislative timeline for the remainder of the 2018-19 legislative cycle is summarized below.

November 1 : Deadline for amendments-to-amendments and all resolutions. All amendments-to-amendments (which do not increase the modification of the original amendment/proposal) and all resolutions must be received in the national office not later than 5 p.m. Eastern time November 1. No amendments-to-amendments sponsored by the membership may be submitted after this date. The Presidents Council is authorized to submit further amendments-to-amendments at the Convention if it deems such action necessary, provided it is approved by two-thirds of the Council and copies are distributed before or during the Business Session.

November 15 : The Official Notice will be available for distribution to the entire membership through a hard-copy mailing. The Official Notice includes all membership-sponsored legislation (as modified by a sponsor modification submitted by the September 15 deadline), all Presidents-Council sponsored legislation, all properly submitted amendments-to-amendments and resolutions (submitted by the November 1 deadline) and all position statements issued by the Division III Councils.

January 23-26, 2019 : NCAA Convention: All delegates receive the NCAA Convention program when they register at the Convention. The Convention program contains the most up-to-date meeting schedule and other helpful Convention information. Changes of an editorial nature to the proposed legislation (as it appears in the Official Notice) will be noted for the membership on the Convention floor at the beginning of the Convention business session and will be distributed in a handout (if necessary).

### **Student-Athlete Reinstatement**

In addition to processing reinstatement requests, the student-athlete reinstatement staff also reviews season-of-participation waivers, extension of eligibility waivers and hardship waiver appeals. For waivers involving a student-athlete's injury or illness, institutions must submit contemporaneous medical documentation from a treating physician that establishes the student-athlete's inability to compete for the remainder of the traditional season because of the injury or illness. Absent extraordinary circumstances outside the control of the student-athlete that bar the ability to obtain contemporaneous medical documentation, the burden to meet the information and documentation standards regarding incapacitation falls on the student-athlete and institution.

## **EDUCATIONAL INFORMATION**



### DiSC Assessments Available

Use of the DiSC is strongly encouraged on member campuses. Participants gain personalized feedback on their specific leadership style, and student-athletes, coaches and administrators gain valuable understanding of everyone's unique behavioral style. Applying this knowledge can develop effective team dynamics, leadership, and communication among the group.

In 2018-19, Division III schools interested in utilizing the DiSC resource will be provided assessments for up to 50 student-athletes, as well as 30 coaches or administrators, at no cost. Funding is limited, and requests will be allocated on a first-come, first-served basis. Click [here](#), to learn more about the DiSC resource.

### NCAA and NFL Coaches Academy

The [NCAA and NFL Coaches Academy](#) provides current, full-time college football coaches at NCAA member schools the opportunity to expand their knowledge and insight into the world of college football coaching. During the academy, the NCAA leadership development staff and the National Football League Player Engagement staff educate, and train selected participants in a variety of areas that encourage effective coaching and improve student-athlete well being at both the college and professional levels. Topical education and conversation during the academy may include: effective communication with campus and community constituents; the importance of building culture focused on the overall success of the student-athletes both on and off the field; budget management of a football program; coaching strategies and philosophies.

The 2019 NCAA and NFL Coaches Academy will take place in two parts, February 6-7 and February 8-10 in Tampa, Florida. Applications for the first part of the academy (February 6-7) will be accepted until noon Eastern time Friday, November 30 through the [NCAA Program Hub](#). Coaches participating in the February 8-10 programming will be identified and selected through consultation with the NCAA national office staff, administrators from within the membership, and members from affiliate organizations

### Division III Diversity Grants

The Division III diversity grants provide funding to institutions and conference offices committed to enhancing ethnic minority and gender representation in athletics administration. Proposals for the Ethnic Minorities and Women's Internship Grant and Strategic Alliance Matching Grant must be submitted via the [NCAA Program Hub](#) between noon Eastern time September 14 and 5 p.m. Eastern time January 30. More information can be found on the [Division III Diversity Grants website](#).

## PROP UPDATES

### NCAA Playing Rules with Financial Implications

Click [here](#) for a the most recently updated chart detailing the NCAA future playing rules changes with a financial impact. Questions should be directed to [Dan Calandro](#).

### Officiating Background Check Pilot Program

The NCAA has conducted background checks on over 12,000 officials from the fall and winter sports of football, men's and women's basketball, men's and women's ice hockey, men's and women's soccer, women's volleyball, men's water polo and wrestling. After conducting three educational webinars in September, the NCAA staff is now conducting individualized 30-minute training sessions for each conference. To schedule a session or if you have questions, please contact [Ben Brownlee](#).

### Men's and Women's Basketball Reminder

The waiver that the Men's and Women's Basketball Rules Committees issued in October 2017 regarding the use of the Nike Hyper Elite basketball was for the 2017-18 season only. Please note that the ball does not conform to the specifications required by Rule 1-16.3 and that the ball is not permitted for use under NCAA playing rules effective with the 2018-19 season. Please contact [Dan Calandro](#) if you have any questions.

## COMMITTEE UPDATES

Several committees conducted in-person meetings in October.

Honors Committee, October 1


[Management Council](#), October 15-16

[Presidents Council](#), October 23-24

Division III Committee Vacancies. Interested in serving on an NCAA committee? Nominations are being accepted for September 2019 openings. The deadline to apply is **December 7**. View the list of [openings](#) and click [here](#) for the nomination form.

## KEY DATES FOR NOVEMBER THROUGH JANUARY

2018-19		
Dates	Meeting/Championships	Location
November 11-12	Student-Athlete Advisory Committee	Indianapolis, Indiana
November 12-13	Financial Aid Committee	Indianapolis, Indiana
November 15-17	Women's Volleyball Championship	Pittsburgh, Pennsylvania
November 17	Men and Women's Cross Country Championship	Winneconne, Wisconsin
November 17-18	Field Hockey Championship	Manheim, Pennsylvania
November 30-December 1	Men and Women's Soccer Championship	Greensboro, North Carolina
December 4-5	Student-Athlete Reinstatement Committee	Indianapolis, Indiana
December 10-11	Competitive Safeguards and Medical Aspects of Sports (CSMAS)	Indianapolis, Indiana
December 15	Football Championship	Shenandoah, Texas
January 22-26	Student-Athlete Advisory Committee	Orlando, Florida
January 23-26	NCAA Convention	Orlando, Florida
January 23	Management Council	Orlando, Florida
January 24	Presidents Council	Orlando, Florida



### DIII: Follow your passions and discover your potential

**Proportion**  
Appropriate relation of academics with opportunities to pursue athletics and other passions.

**Comprehensive Learning**  
Opportunity for broad-based education and success.

**Passion**  
Playing for the love of the game, competition, fun and self-improvement.

**Responsibility**  
Development of accountability through personal commitment and choices.

**Sportsmanship**  
Fair and respectful conduct toward all participants and supporters

**Citizenship**  
Dedication to developing responsible leaders and citizens in our communities.

National Collegiate Athletic Association, 700 W. Washington St., Indianapolis, IN 46204 US

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## MONTHLY UPDATE // ISSUE NO. 157 // DECEMBER 2018 and JANUARY 2019

This update is a tool to enhance communication between the NCAA national office and the Division III membership, with distribution to athletics directors, senior woman administrators, faculty athletics representatives, presidents, national Student-Athlete Advisory Committee, conference commissioners and the National Association of Division III Athletic Administrators electronic mailing list. **We encourage athletics directors to share this communication with their department members.** Please contact [Louise McCleary](#) to include an item or share comments, and remember to check out the Division III governance [homepage](#) for the latest news.

### [Hot Topics](#)

[FAR Updates](#)

[360 Proof Updates](#)

[SSI Updates](#)

[CoSIDA Updates](#)

[Diversity Spotlight](#)

[Special Olympics](#)

[AMA Updates](#)

[Educational Information](#)

[PROP Updates](#)

[Committee Updates](#)

[Key Dates](#)

## HOT TOPICS

### Instagram Account

We are excited to announce that the official Division III Instagram account is now available. This platform will be used primarily throughout championships, DIII Week and the NCAA Convention. Additionally, we intend to use the platform as an alternative to showcase the division's philosophy. Follow us and continue to pass along content for us to share. To access the Division III Instagram homepage, [click here](#).

### Esports

As esports programs rapidly grow on campuses nation-wide, the NCAA Board of Governors has requested that the Association continue to understand and define the current collegiate esports landscape. Data and research will help identify necessary information such as participation levels, leadership structure, and potential areas of growth. These, in turn, will assist the NCAA in continuing its evaluation on how to best support its members as they pursue and adopt esports programs. At the 2019 NCAA Convention's Plenary Session, delegates will receive additional information.

### 2019 NCAA Convention - Association-wide Business Session

In August the [Board of Governors](#) sponsored a [proposal](#) to add five independent members who are not affiliated with any member school or conference to the Board. The proposal requires that all three divisions vote together to adopt such a change. This Association-wide vote will occur at the 2019 Convention immediately following the Plenary Session on Thursday, Jan. 24, 5:45 to 6:45 p.m. in the World Marriott, Orlando. The Board of Governors Executive Committee met earlier this month to begin drafting the process to add these five independent members should the proposal pass in January. Some initial thoughts on the process include:

- The Board of Governors Executive Committee will serve as the Nominating Committee and will forward nominations to be approved by the full board. All three divisions have representation on the Executive Committee.
- The Nominating Committee will utilize the services of a third-party search firm to assist with the nominations process. The committee developed preliminary [guidance](#) for the firm including a flow chart to begin to outline additional detail on the process.
- Once approved through the nomination process, the new independent members will receive a robust orientation regarding duties, responsibilities and expectations for their service. Leadership from each division will oversee the orientation and explain the philosophical, governance and financial priorities of each division.

We encourage you to also review the [key points document](#), the [frequently asked questions](#) and a video featuring the Commission's chair, Condoleezza Rice, for additional details regarding the proposal. More information will be provided after the search firm is retained, at which time members can provide any feedback to the firm.

### 2019 NCAA Convention Resource Page

Visit the [2019 Convention Resource page](#) for this year's Convention resources. The [Question and Answer Guide](#) and the [Official Notice](#) are now available. Staff will post key information (e.g., education session PowerPoints) on this page as it becomes available.

### NCAA Division III Webinars

The next Division III webinar will be 1:30-2 p.m. Eastern time, **Tuesday, Dec. 4**. The topic will be a review of the 2019 NCAA Convention legislation.

Future webinars will be conducted on the following dates from 1:30 to 2 p.m. Eastern time:

- Feb. 5 - 2019 NCAA Convention recap.
- March 5 - Mental health module - part I.
- April 2 - Mental health module - part II.

Each webinar will be limited to the first 250 participants. All past webinar [PowerPoints](#) are on the Division III website.

### **ACTION ITEM: Division III Week**

Mark your calendars - the [2019 Division III Week](#) will be here before you know it! The week-long celebration will take place **April 1-7**. Be on the lookout for updated materials and more information to assist in your planning efforts. Please email [Adam Skaggs](#) with any questions or suggestions.

### **ACTION ITEM: Division III Financial Reporting System**

The Division III Financial Reporting System (FRS) data is due **Jan. 15, 2019**. More than half of Division III institutions voluntarily submitted athletics finance data via the FRS last year.

This data is important for the following reasons:

- It forms the basis for the financial component of your institution's Division III Institutional Performance Program (IPP), a valuable research and benchmarking tool. Click [here](#) to learn about the benefits of the IPP.
- It forms the basis for the Division III Revenues and Expenses report, an annual report of Division III athletics departments' financial information. The latest report can be found [here](#).

Helpful tools, tips and additional information can be found [here](#). Contact [Maria DeJulio](#) (913-397-7668) or [Katrina Buell](#) with questions.

### 2018-19 Identity Initiative Purchasing Website

Nine months remain to access the \$500 credit provided to current active and provisional member schools and conferences to use on the 2018-19 Division III Identity Initiative Purchasing Website. The site offers materials like co-branded banners, backdrops, unique signage and, T-shirts, and new products to promote your affiliation with Division III. Also available are items to help activate our partnership with Special Olympics. Schools and conferences must use the credit by Aug. 31. The link is [ncaadiii.sourceoneordering.com](#) (no "www" or "http" needed). Access the site by entering the email address of your institution's director of athletics (or for conferences, the commissioner's email address) as the username, and then enter the password you created the first time you logged into the site (those logging in for the first time can create any password). Assistance with logging in to the site, updating records to reflect a new director of athletics' email address, delegating log-in access to another staff member, resetting passwords and placing orders is available from [Amy Byrnes](#) at Source One Digital.

## FAR UPDATES

### New FAR Orientation

Twenty-nine faculty athletics representatives attended the inaugural [Division III New FAR Orientation](#) in Baltimore, October 31 to November 3. The cohort completed pre-work modules and supplemental programming throughout the FARA Annual Meeting, culminating in an action planning session. The program's focus is for FARs to understand and

prioritize the duties inherent to the FAR position, understand the Division III model of athletics and build a network of FARs, both peer and mentor.

The Orientation takes place in alternating years (2018, 2020, etc.) with the [FAR Fellows Institute](#) (2019, 2021, etc.). Applications for the 2019 Institute will be open April 15 - May 31 in the NCAA Program Hub. The event date is October 18-20, 2019, and applicants are required to have at a minimum two years' experience as an FAR. Any questions about the Orientation or Institute may be directed to [Leah Kareti](#).

### **FARA Annual Meeting Recap**

The Faculty Athletics Representative Association concluded its Annual Meeting in Baltimore on November 3 with a record number of Division III representatives on hand. Bolstered by the first class of the Division III New FAR Orientation group, the assembled FARs were treated to three days of presentations, workshops and networking opportunities. Click [here](#) to view the presentation session materials.

### **FAR Survey**

Among the presentations at the FARA Annual Meeting was a preliminary report on the Survey of Faculty Perspectives on Intercollegiate Athletics. The survey, conducted last spring, sought to learn more about the opinions held by campus faculty about their institutional athletics programs and the NCAA. A total of 5,900 faculty completed the survey including approximately 1,300 Division III faculty. Division III faculty have a positive view of their athletics program. Among those expressing an opinion, 88% of Division III faculty thought their athletics program "was doing a good job". Additionally, 76% of the responding faculty think that student-athletes at their institutions' perform at least as well academically as their non-athlete peers versus only 18% who disagreed with the statement. Click [here](#) for a more complete view of the survey.

### **GOALS Study**

The NCAA GOALS Study will soon be arriving on campus. FARs at member institutions are encouraged to assist in this critically important data gathering effort. The GOALS Study is the most comprehensive survey undertaken by NCAA Research and seeks to learn more about the student-athlete experience covering a wide range of topics. FARs received an email at the beginning of November that highlighted the randomly selected teams that institutions will survey. Survey materials, including the survey instrument, instructions and all shipping information will begin arriving on campus the first week in December. Additional information will be emailed to participants in the coming weeks. Please feel free to contact [Michael Miranda](#) if you have any questions. The GOALS survey provides in-depth information on the student-athlete experience and directly influences the policies and regulations of the Association. Your support in this effort makes it all possible!

## **360 PROOF UPDATES**

### **Monthly Prevention Tip**

If students set New Year's resolutions related to drinking, or if you, as a campus, are planning to approach a new year with new strategies, set yourselves up for success. Re-watch the 360 Proof webinar from Nov. 30, 2016, with national expert Elizabeth Miller to consider your best game plan.

### **Webinar Series**

The next webinar, "CollegeAIM 2.0: Updates and implications for 360 Proof" is scheduled for 1 p.m. Eastern time, Wednesday, Feb. 6, and features Jessica Cronce, Associate Professor; Director, Family and Human Services, University of Oregon. All registered 360 Proof users receive invitations to the webinar series and have access to the library of past sessions. Questions about 360 Proof or accessing the webinars? Email: [experthelp@360proof.org](mailto:experthelp@360proof.org).

### **Appointments Available at the 2019 NCAA Convention**

All 360 Proof users are invited to book a one-on-one appointment with a 360 Proof alcohol prevention expert at the 2019 NCAA Convention. To schedule your session, email a request to [experthelp@360proof.org](mailto:experthelp@360proof.org) and include your name and institution, your phone number, and the topic or questions you want to discuss.

## **SPORT SCIENCE INSTITUTE (SSI) UPDATES**

### **NCAA CHOICES Alcohol Education Grant Program**

The NCAA Sport Science Institute announces that the application for the 2019 NCAA CHOICES Alcohol Education Grant Program is now open via the [NCAA Program Hub](#). For more information, including grant guidelines, a guide for

writing a grant proposal and abstracts from past winners, visit [www.ncaa.org/choices](http://www.ncaa.org/choices). The deadline for schools to apply through the NCAA Program Hub is not later than 5 p.m. ET, Wednesday, Feb. 13.

## CoSIDA UPDATES

### NCAA and D3SIDA Recognition Award

The next submission round for the NCAA Division III and D3SIDA recognition award is now open. The recognition program seeks to honor the best work - including news releases, feature articles, videos, blogs and other materials - produced by Division III campus and conference athletics communication offices. Each top honoree will receive a \$1,500 credit to attend DIII Day at the annual CoSIDA convention. A panel of D3SIDA members will select the recipients, with winners publicized through [ncaa.org](http://ncaa.org) and social media platforms. Participants can self-nominate or be nominated by peers. Entries should be submitted via email to [d3identity@ncaa.org](mailto:d3identity@ncaa.org) with "NCAA Division III and D3SIDA Recognition Award Nominee" as the subject line. In addition to the story URL or Word document, the nominee's name, institution, and email address should be included. All submissions must be received no later than February 15. Click [here](#) for more details.

## DIVERSITY SPOTLIGHT INITIATIVE

The New England Small College Athletic Conference (NESCAC) is the recipient of the November Division III Diversity Spotlight Initiative. The conference held an inaugural Future Leaders Forum. The two-day forum was a professional development and networking event aimed at promoting the growth of underrepresented coaches and administrators in the early stages of their athletics careers. The forum attracted over 30 participants who engaged in topics such as branding, networking, and successful job searches. Click [here](#) for more information.

The Diversity Spotlight Initiative recognizes and promotes outstanding diversity related projects, programming and initiatives that are occurring on Division III campuses and in conference offices. All selected recipients receive \$500 toward their next diversity initiative. To submit an initiative for consideration for December/January, email [Louise McCleary](mailto:Louise.McCleary@ncaa.org), with a brief statement (no more than 500 words) as to why your institution or conference office deserves to be the spotlight recipient. Attach a video or photo if applicable. The nomination deadline is **Jan. 21**.

### Diversity Tip of the Month

The NCAA compiles and provides statistical information regarding certain demographic characteristics of various groups within member institutions and conferences. Data submitted annually by NCAA member schools is in a searchable database online. This [database](#) provides users the ability to search for specific demographics data regarding the NCAA membership. The demographics database and reports include information on student-athletes, coaches, administrators and conference personnel. The information provides a general view of recent and historical trends of racial and ethnic groups by gender, sport, division and position.

## SPECIAL OLYMPICS

### Spotlight Poll

The NCAA Division III Special Olympics Spotlight Poll is a story-telling initiative located on [ncaa.org/D3SpecialOlympics](http://ncaa.org/D3SpecialOlympics). It features new stories each month that highlight a Division III and Special Olympics joint activity or event. The story with the highest number of votes on the 25th day of each month is the winner. That institution or conference receives \$500 to use for its next Special Olympics event. Both written and digital submissions are accepted. Featured stories are selected based on inclusion of the student-athlete perspective and Division III messaging. To submit a story for consideration, email [d3specialolympics@ncaa.org](mailto:d3specialolympics@ncaa.org).

### November Winner

Gustavus SAAC has Great Showing at Special Olympics Flag Football won the November Special Olympics Spotlight Poll by gathering 72 percent of the total votes. Gustavus Adolphus will receive \$500 to use for its next Special Olympics event. To submit a story for consideration, please email [d3specialolympics@ncaa.org](mailto:d3specialolympics@ncaa.org).

### December/January Nominees

Here are the stories for the December/January Special Olympics poll:

- [Shenandoah SAAC Hosts Special Olympics](#)
- [USM Huskies SAAC Unified Sports Program Begins Third Year](#)

- [CSAC SAAC Hosts Special Olympics](#)

Click [here](#) to vote starting Monday, Dec. 3. The winner will be announced Jan. 26, 2019.

### Special Olympics 50 for 50th Challenge

This summer marked 50 years of Special Olympics! In honor of this milestone and in celebration of our partnership with this incredible organization, the national Division III Student-Athlete Advisory Committee has initiated the 50 for 50th Challenge. Each Division III institution is challenged to have at least 50 student-athletes participate in a Special Olympics event(s) from Aug. 1, 2018 to Feb. 28, 2019. Institutions should report their Special Olympics participation in the 50 for 50th Challenge via the Division III Special Olympics [website](#). All institutions that complete the challenge will receive a prize, and the three institutions with the highest percentage of student-athlete participation will face off in the March 2019 Special Olympics Spotlight Poll. The institution with the most votes in the Spotlight Poll will be declared the champion during the 2019 Division III Week and receive a special grand prize. For more information on the 50 for 50th Challenge, click [here](#).

Division III and Special Olympics also have joined forces to present [50 profiles](#) honoring the unified work of the NCAA, Division III and Special Olympics. To follow the conversations, use the hashtag #d3SO50for50th for more profiles and Division III/Special Olympics activities.

## ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)

### Rule of the Month

During the declared playing season, if a student-athlete competes in the same sport as a member of an outside team he or she becomes ineligible and must go through the reinstatement process. It is important to remember that for the purposes of this bylaw "pro-am" golf teams, doubles tennis teams and relay teams are not considered to be outside teams (Bylaw 14.7.2.6). For individuals, it is permissible to compete during the academic year in the same sport, so long as the student-athlete only represents himself or herself, does not compete as a member of an outside team or receive expenses from an outside team (Bylaw 14.7.2.5). Bylaw 14.7.3 outlines exceptions to the outside competition legislation, which can be applied to all sports. Those exceptions include high school alumni games, national teams and world events such as World Championships and the Olympic Games. Submit any additional questions about outside competition to the AMA staff via Requests/Self-Reports Online (RSRO).

### SAR Update

For student-athlete reinstatement decisions that involving withholding from competition as a condition, student-athletes must fulfill the reinstatement condition when they are otherwise eligible and during one of their four seasons of participation. Student-athletes who are fulfilling a withholding condition may sit on the team bench but may not wear the team uniform while they are ineligible for competition. Scrimmage, exhibition or nontraditional segment contests may not be used to fulfill a withholding condition. If a withholding condition will be fulfilled during a team's away-from-home trip that includes multiple contests or dates of competition, the student-athlete reinstatement staff may permit institutions to allow student-athletes to travel and receive expenses, provided they will become eligible and have the opportunity to compete prior to the end of the road trip.

### AMA Holiday Closure

The NCAA national office will be closed for the holidays from Monday, Dec. 24, 2018, through Tuesday, Jan. 1, 2019. Normal business hours will resume Wednesday, Jan. 2, 2019. Institutions in need of emergency assistance on issues that must be resolved prior to the office re-opening should call the AMA Emergency Line (317-917-6003) and follow the prompts to leave a message. Please leave your name, position, institution or conference affiliation, contact number, the nature and urgency of the request and someone from the staff will contact you within one business day.

### Regional Rules Seminars

Constitution 3.2.4.15 (Convention and Regional Rules Seminar Attendance) requires all Division III institutions to attend an NCAA Regional Rules Seminar (RRS) at least once every three years. The three-year window for attendance includes attendance at the 2017, 2018 and 2019 RRS. Any institution that did not send a representative in 2017 or 2018 should plan to attend the 2019 Regional Rules Seminars. Registration will be available in spring 2019. Before the seminars, attendees are encouraged to review the [LSDBI](#) and [RSRO](#) training videos to prepare for on-site learning objectives. The 2018-19 RRS dates and locations: May 13-15 in Indianapolis; and June 3-5 in Denver.

## EDUCATIONAL INFORMATION



### Student-Athlete Leadership Forum

The [Student Athlete Leadership Forum](#) has provided life-changing experiences for more than 5,000 student-athletes across its 10-plus year history. Student-athletes who complete the programming have grown personally and professionally, gained a new network of peers and friends, and felt the rewards and importance of community service. Student-athletes selected to attend the forum return to campus with invaluable leadership skills, the experience of exploring the relationship between personal values, core beliefs and behavioral styles, and a thorough understanding of the different divisional perspectives, the valuable role of Student-Athlete Advisory Committees (SAAC) and the NCAA as a whole.

For Division III, the forum, scheduled for April 11-14, is open to all institutions in an identified region based on a first-come, first-served basis in the eligible region. For Division III in 2018-19, schools in Region 3 are eligible to attend. States included in Region 3 include AL, AR, FL, GA, IN, KY, LA, MI, MS, NC, OH, PR, SC, TN, VA and WV. For a complete list of eligible institutions, go [here](#). Division III institutions in Region 3 may submit nominations via the "Nominator" tab in NCAA Program Hub by entering the first name, last name and email address of their nominees. Each eligible institution can send up to two student-athletes and one administrator.

The NCAA encourages you to submit nominations for qualified student-athletes who would thrive during this impactful professional development opportunity when the registration window opens on **Monday, Jan. 14, 2019**.

### DiSC Assessments Available

Use of the DiSC is strongly encouraged on member campuses. Participants gain personalized feedback on their specific leadership style, and student-athletes, coaches and administrators gain valuable understanding of everyone's unique behavioral style. Applying this knowledge can develop effective team dynamics, leadership, and communication among the group.

In 2018-19, each Division III school interested in utilizing the DiSC resource will be provided assessments for up to 50 student-athletes, as well as 30 coaches or administrators, at no cost. Funding is limited, and requests will be allocated on a first-come, first-served basis. Click [here](#), to learn more about the DiSC resource.

### Division III Diversity Grants

The Division III diversity grants provide funding to institutions and conference offices committed to enhancing ethnic minority and gender representation in athletics administration. Proposals for the Ethnic Minorities and Women's Internship Grant and Strategic Alliance Matching Grant must be submitted via the [NCAA Program Hub](#) between noon Eastern time Sept. 14 and 5 p.m. Eastern time Jan. 30. More information can be found on the [Division III Diversity Grants website](#).

## PROP UPDATES

### Officiating Background Check Pilot Program

The NCAA has conducted background checks on over 12,000 officials from the fall and winter sports of football, men's and women's basketball, men's and women's ice hockey, men's and women's soccer, women's volleyball, men's water polo and wrestling. After conducting three educational webinars in September, the NCAA staff is now conducting individualized 30-minute training sessions for each conference. To schedule a session or if you have questions, please contact [Ben Brownlee](#).

## COMMITTEE UPDATES

Several committees conducted in-person meetings in November.

[Student-Athlete Advisory Committee, November 11-12](#)

Financial Aid Committee, November 12-13


[Strategic Planning and Finance Committee, November 13](#)

## KEY DATES FOR DECEMBER THROUGH FEBRUARY

2018-2019
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Dates	Meeting/Championships	Location
Nov. 30 - Dec. 1	Men's and Women's Soccer Championship	Greensboro, North Carolina
December 4-5	Student-Athlete Reinstatement Committee	Indianapolis, Indiana
December 10-11	Competitive Safeguards and Medical Aspects of Sport	Indianapolis, Indiana
January 22-26	Student-Athlete Advisory Committee	Orlando, Florida
January 23-26	NCAA Convention	Orlando, Florida
January 23	Management Council	Orlando, Florida
January 24	Presidents Council	Orlando, Florida
January 26	Post-Convention Management Council	Orlando, Florida
February 5-6	Championships Committee	Indianapolis, IN
February 11-12	Interpretations and Legislative Committee	Indianapolis, IN
February 11-12	Financial Aid Committee	Indianapolis, IN
February 20-21	Membership Committee	Indianapolis, IN
February 26	Nominating Committee	Indianapolis, IN
February 27	Administrative Committee	Jersey City, New Jersey

This email was sent to Division III directors of athletics, faculty athletics representatives, senior woman administrators, athletics direct reports, sports information directors, senior compliance administrators, commissioners, presidents and chancellors currently serving on Division III and Association-wide committees and selected NCAA staff members.



## DIII: Follow your passions and discover your potential

**Proportion**  
 Appropriate relation of academics with opportunities to pursue athletics and other passions.

**Comprehensive Learning**  
 Opportunity for broad-based education and success.

**Passion**  
 Playing for the love of the game, competition, fun and self-improvement.

**Responsibility**  
 Development of accountability through personal commitment and choices.

**Sportsmanship**  
 Fair and respectful conduct toward all participants and supporters

**Citizenship**  
 Dedication to developing responsible leaders and citizens in our communities.

National Collegiate Athletic Association, 700 W. Washington St., Indianapolis, IN 46204 US

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# **NCAA DIVISION III PRESIDENTS AND MANAGEMENT COUNCILS SUMMARY OF FALL 2018 QUARTERLY MEETINGS**

## **KEY ACTION/DISCUSSION ITEMS:**

Joint Men's and Women's Basketball Championships.....	Page No. 7
Membership-Sponsored Proposal – Field Hockey and Soccer Preseason – Establishing a Three-Day Acclimatization Period.....	Page No. 17
2019 NCAA Convention Proposal – Football Preseason – Amendment to Amendment. Page Nos 17-18	
Blanket Waiver – Pre-Enrollment Educational Expenses.....	Page No. 18
Convention Proposal Groupings and Voting Order.....	Page Nos. 18-19
Gender Neutral Language.....	Page No. 21
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<b>Division III Management Council</b> <b>July 16-17, 2018</b> <b>Indianapolis, IN</b>	<b>Division III Presidents Council</b> <b>August 7-8, 2018</b> <b>Indianapolis, IN</b>
ATTENDEES	ATTENDEES
Stevie Baker-Watson, DePauw University Brad Bankston, Old Dominion Athletic Conference Heather Benning, Midwest Conference Gerard Bryant, John Jay College of Criminal Justice Madison Burns, Randolph-Macon College, SAAC representative, Monday only Sean Cain, Adrian College, SAAC representative Gail Cummings-Danson, Skidmore College Robert Davis, Jr., University of Scranton Jason Fein, Bates College Shantey Hill, St. Joseph's College, chair Chris Kimball, California Lutheran University, via teleconference Lori Mazza, Western Connecticut State University Tim Millerick, Austin College Laura Mooney, Massachusetts College of Liberal Arts Kate Roy, Northern Vermont University, vice chair Kandis Schram, Maryville College (Tennessee) Dennis Shields, University of Wisconsin, Platteville Denise Udelhofen, Loras College Michael Vienna, Emory University Joe Walsh, Great Northeast Athletic Conference	Teresa Amott, Knox College Javier Cevallos, Framingham State University Jeff Docking, Adrian College, chair Stuart Dorsey, Texas Lutheran University Tiffany Franks, Averett University William Fritz, College of Staten Island Sue Henderson, New Jersey City University, vice chair Shantey Hill, St. Joseph's College, MC chair Sharon Hirsh, Rosemont College Robert Lindgren, Randolph-Macon College Fayneese Miller, Hamline University Kathleen Murray, Whitman College Elsa Nunez, Eastern Connecticut State University Kate Roy, North Atlantic Conference, MC vice chair Kent Trachte, Lycoming College
ABSENTEES	ABSENTEES
Karen Thompson-Wolfe, Westminster College (Missouri)	Katherine Conway-Turner, Buffalo State, State University of New York Mary Beth Cooper, Springfield College Margaret Drugovich, Hartwick College Rob Huntington, Heidelberg University Tori Murden McClure, Spalding University
OTHER PARTICIPANTS	OTHER PARTICIPANTS
Franco Bari, St. Lawrence University, Pathway participant Andrea Belis, Becker College, Pathway participant Bret Billhardt, Wittenberg University, Pathway participant Brian Burnsed, NCAA Dan Calandro, NCAA Dan Dutcher, NCAA Mark Emmert, NCAA president Brian Hainline, NCAA Eric Hartung, NCAA	Scott Bearby, NCAA Brian Burnsed, NCAA Joni Comstock, NCAA Dan Dutcher, NCAA Mark Emmert, NCAA president Eric Hartung, NCAA Jay Jones, NCAA Debbie Kresge, NCAA, recording secretary Louise McCleary, NCAA Jeff Myers, NCAA Bill Regan, NCAA Naima Stevenson, NCAA

OTHER PARTICIPANTS continued...	OTHER PARTICIPANTS continued...
Lauren Haynie, Wellesley College, Pathway participant Jay Jones, NCAA Debbie Kresge, NCAA, recording secretary Louise McCleary, NCAA Lorne McManigle, NCAA Intern Jeff Myers, NCAA Adam Skaggs, NCAA Naima Stevenson, NCAA Jennifer Thomas, Pacific Lutheran University, Pathway participant Cari Van Sensus, NCAA	Cari Van Sensus, NCAA Stan Wilcox, NCAA

[Note: This summary reflects only actions (formal votes or “sense of meeting”) in accordance with the established policy governing minutes of all NCAA entities. The only discussion included is that ordered by the chair or a member of the group.]

**1. WELCOME AND ANNOUNCEMENTS.**

October 15-16 Management Council. The meeting was called to order at 8:04 a.m. October 15 and 8:31 a.m. October 16, by the chair, Shantey Hill.

October 23-24 Presidents Council. The meeting was called to order at 3:04 p.m. October 23 and 9:09 a.m. October 24, by the chair, President Jeff Docking.

**2. REVIEW OF RECORDS OF PREVIOUS MEETINGS.**

**a. Management Council Meetings – July 16-17, 2018.**

Management Council. The Management Council approved the summary of its July 15-16, 2018, meetings.

Presidents Council. No action necessary.

**b. Presidents Council Meeting – August 7-8, 2018.**

Management Council. No action necessary.

Presidents Council. The Presidents Council approved the summary of its August 7-8, 2018, meeting.

**c. Administrative Committee Actions.**

Management Council. The Management Council ratified the August 30, 2018, Administrative Committee report.

Presidents Council. The Presidents Council ratified the August 30, 2018, Administrative Committee reports.

3. **COMMITTEE RECOMMENDATIONS AFFECTING DIVISION III.**

a. **Division III Joint Presidents Council/Management Council Committees or Subcommittees.**

Staff Liaisons:  
Brown,  
McCleary

Council Reps:  
Benning,  
Franks, Hill,  
Mazza, Schram,  
Trachte

(1) **Convention-Planning Subcommittee.**

(a) **Educational Session Topic Ideas.**

Management Council. The Council reviewed the subcommittee's report regarding potential educational session topics. It endorsed the following recommendations:

- Sexual Violence Prevention: Promoting a Safe Culture on Division III Campuses. This session will provide a panel discussion of the NCAA Board of Governors sexual violence prevention policy, specifically focusing on its impact and implementation on Division III campuses. The panel will share resources and best practices.
- Fundraising: A Roadmap to Success. This session will explore the essentials of fundraising, stakeholder engagement, and fundraising models to assist athletics departments in fulfilling institutional/department goals. Content areas will include strategic facility fundraising; athletics annual operational fundraising; electronic fundraising; and collaboration best practices between athletics and campus development offices.
- The Athletics Program in Transition: Adding and Dropping Sports and Other Changes (NADIII AA). Athletics programs are becoming more entwined with the institution's strategic planning processes. For many tuition-driven institutions, it can mean being a part of campus growth plans by attracting a specific cohort of prospective students. For some, it may mean assuming a significant role in retrenchment efforts or the redirection of campus resources to meet changing priorities or financial challenges. In addition, the division is evolving toward more full-time head and assistant coaches, with administrative or teaching duties, with the landscape changing and impacting institutional and departmental visions. This panel will address strategic approaches to these decision-making and planning challenges, drawing upon the experiences of experts in the field and administrators who have met challenges – such as adding or dropping sports, growing or contracting staff, redirecting the mission of their program – head-on within their own institutions.

Presidents Council. No action was necessary.

**(b) Issues Forum – Friday, January 25.**

Management Council. The Council noted the subcommittee confirmed the Issues Forum format will include brief presentations with 15- to 20-minute roundtable discussions followed by Q & A. The subcommittee will finalize the discussion topics on its November teleconference. While the roundtable topics will focus on the 2018 Division III Membership Survey results, the subcommittee needs to select two topics from the following:

- Student-athlete health and safety.
- Leveraging athletics enrollment and impact on budgeting.
- Reconciliation of an affirmation that the Division III budget allocation stay at 75/25 but a strong desire to increase “enhancements” of the championship experience within a finite revenue source.
- Permissive/restrictive legislative approach.

Presidents Council. No action was necessary.

**(c) Business Session – Saturday, January 26.**

Management Council. The Council noted the subcommittee endorsed the following format for the Business Session:

8 to 8:15 a.m.	Welcome.
8:15 to 8:30 a.m.	Division III Identity Video.
8:30 to 11 a.m.	Voting on 2019 Legislative Proposals.

Presidents Council. No action was necessary.

**(2) Strategic Planning and Finance Committee.**

Management and Presidents Councils. The Councils reviewed the division’s 2017-18 final budget report and the 2018-19 budget-to-actual. The division finished the 2017-18 year with an \$815,000 overage in championships due mainly to charter flights and airfare, with a surplus of \$341,000 in nonchampionships. The total overage of \$625,000 will be taken from the surplus above and beyond the mandated reserve.

The Councils also reviewed the future budget projections through 2023-24 noting no overages in any year and an intentional spend down of the surplus above and beyond the mandated reserve during the same period of time.

The Council noted this is a budget planning year and for the next biennial budget (2019-2021). The Strategic Planning and Finance Committee will review the budget during its March in-person meeting and make budget recommendations to the Councils.

**Staff Liaisons:**

**Dutcher,  
McCleary,  
Myers**

**Council Reps:**

**Cooper,  
Docking, Davis,  
Fritz, Hill,  
Kimball,  
Millerick, Shields**

Staff Liaisons:  
Berg,  
Purcell

Council Reps:  
Baker-Watson,  
Fein, Mazza,  
Roy,  
Tompson-Wolfe  
Udelhofen,

Staff Liaisons:  
Alford, Markey,  
Suscha

Council Reps:  
Bankston, Burns,  
Davis, Mooney,  
Schram, Vienna,  
Walsh

Staff Liaison:  
Peterson-  
Myllinski,  
Suscha

Council Reps:  
Bankston, Hill  
Vienna

**(3) Joint Legislative Steering Subcommittee.**

Management Council. The Council reviewed the subcommittee's report for its July 24, 2018, teleconference. No action was necessary.

Presidents Council. No action was necessary.

**b. Management Council Subcommittees.**

**(1) Subcommittee for Legislative Relief.**

Management Council. The Council reviewed the subcommittee's report. No action was necessary.

Presidents Council. No action was necessary.

**(2) Playing and Practice Seasons Subcommittee.**

**(a) Review 2019 NCAA Convention Legislation.**

Management Council. The Council noted the subcommittee's recommendation to take no position on NCAA Division III Proposal No. 6 – Field Hockey and Soccer Preseason – Establishing a Three-Day Acclimatization Period. [See Page No. 17, 4a (1)]

Presidents Council. [See Page No. 17, 4a (1)]

**(b) Update on Review of Captain's Practice Legislation.**

Management Council. The Council noted the subcommittee reviewed a recommendation from the NCAA Division III Interpretations and Legislation Committee to the Management Council to sponsor noncontroversial legislation that would revise the definition of a captain's practice in NCAA Division III Bylaw 17.02.1.1-(g) by eliminating the provision that a captain's practice is "confined primarily to members of that team." The subcommittee supported the proposal and noted the proposal will provide clarity to the membership regarding the application of the captain's practice legislation and will assist the membership in better monitoring student-athlete participation.

Presidents Council. No action was necessary.

**c. Division III Committees.**

**(1) Championships Committee.**

**(a) Secondary Criteria – Non-Division III Strength-of-Schedule.**

Management Council. The Council approved the committee's

recommendation to amend NCAA Bylaw 31.3.4.2. to delete non-Division III strength-of-schedule.

Non-Division III strength-of-schedule was added to secondary criteria in 2013 at the point when secondary criteria changed from “out-of-region” Division III opponents to “non-Division III.” However, the metric has not been included in the data to this point and, if it were, is not considered a relevant metric due to the small sample size of non-Division III opponents. As such, the Championships Committee supports eliminating the language from the legislated criteria. The effective date will be January 2019.

Presidents Council. No action was necessary.

**(b) Joint Men’s and Women’s Basketball Championship.**

Management Council. The Council supported the committee’s recommendation to hold one Division III Men’s Basketball Championship and one Division III Women’s Basketball Championship in conjunction with the Division I Men’s Final Four and the Division I Women’s Final Four, respectively, during the remaining period of the current NCAA broadcast agreement (through 2023-2024).

The Division I, II and III Men’s and Women’s Basketball Committees recommended two joint championships for each gender over the next 10 years. The Division III committees highlighted that participation provides a heightened platform to promote the Division III identity for the entire basketball season (approximately six months). The media attention related to the Division I Final Fours is extensive, and it presents a unique opportunity to positively impact Division III branding efforts. The Division III coaches’ associations support this proposal. The Division III Championships Committee believes it is prudent, given the financial implications, to conduct one joint championship for each gender during the remaining years of the current broadcast agreement before re-evaluating additional commitments.

The budget impact will be approximately \$250,000 per gender for each joint championship. The Division III Championships Committee and Management Council also recommend the Division III Strategic Planning and Finance Committee consider committing dollars from the Division III identity initiatives budget to assist with expenses, given the overall marketing and exposure benefits from the joint championships for the division.

Presidents Council. The Presidents Council approved the committee’s recommendation to hold one Division III Men’s Basketball Championship and one Division III Women’s Basketball Championship in conjunction with the Division I Men’s Final Four and the Division I Women’s Final Four, respectively, during the remaining period of the current NCAA broadcast agreement (through 2024).

**(c) Championships Budget Recap and Future Planning.**

Management Council. The Council noted that staff reviewed a budget-to-actual report by sport (committee expense, game expense, team per diem, and team travel) for 2017-18 with the Division III sport championships committee chairs. Reoccurring themes from the chairs included increasing access to the bench area for team sports; expanding brackets in team sports per access ratios; adding a day of rest between rounds at the finals site for team sports; and increasing per diem beyond the scheduled increase to \$100 in 2020-21 for all sports. The Championships Committee will discuss and prioritize these budget requests at its February in-person meeting and forward a recommendation to the Strategic Planning and Finance Committee.

Presidents Council. No action was necessary.

**(d) Sport Region Alignment Project.**

Management Council. The Council noted the committee received an update on the commissioners group project proposing new regional alignments in most sports. This project has focused on a more consistent approach to balancing sport regions considering like sports and sport sponsorship as the main factors. Some of the challenges a project of this magnitude face includes regions where sponsorship is limited (e.g., the West region typically spanning from Texas to Washington state) and sports such as cross country and wrestling where regional alignment has a potential to impact qualifying to the national championships as it is based on regional finish.

Presidents Council. No action was necessary.

**(e) Bench Size Survey.**

Management Council. The Council noted feedback from the committee report regarding increased bench size as a priority in several sports. The Championships Committee asked staff to survey directors of athletics at Division III institutions regarding interest in expanding the bench size to accommodate the average roster size in given team sports provided the institution covers the expenses for the additional bench personnel to attend the championship finals. The committee noted that the travel party and squad size limits would remain the same, but that there is interest in accommodating sport committee requests to provide more student-athlete access to the championship experience.

Presidents Council. No action was necessary.

**(f) Conference Requirements for Automatic Qualification Eligibility.**

Management Council. The Council noted the committee voted to form a working group composed of Championships Committee members and conference commissioners to take a deeper look at the concept of



establishing conference competitive requirements to be eligible for automatic qualification to NCAA championships. The 2018 Division III membership survey indicated membership support on this concept. The committee would also like for sport committees to provide feedback to aid in the discussion.

Presidents Council. No action was necessary.

Staff Liaisons:  
Cooper, Elworth  
Kleppel

Council Rep:  
Cummings-Danson

**(2) Committee on Infractions.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Alford, Hartung,

Council Rep:  
Schram

**(3) Financial Aid Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaison:  
Walters

Council Reps:  
Fritz, Roy

**(4) Infractions Appeals Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Myers, Purcell  
Regan

Council Rep:  
Fein

**(5) Interpretations and Legislative Committee (ILC).**

**(a) Approval of Official Interpretation – Student-Athlete Participation in an Institutionally Sponsored Recreation League.**

Management Council. The Council approved the following official interpretation:

Student-Athlete Participation in an Institutionally Sponsored Recreation League. The committee determined that student-athletes may participate in a recreation league specific to their sport that is sponsored by their institution provided the institution conducts the league wholly outside of the athletics department and the league does not benefit the athletics department.

Presidents Council. No action was necessary.

**(b) Noncontroversial Legislation – Playing and Practice Seasons – Definitions and Applications – Athletically Related Activities – NCAA Bylaw 17.02.1.1.**

Management Council. The Council agreed to sponsor noncontroversial

legislation to revise the definition of a captain's practice in NCAA Bylaw 17.02.1.1-(g) by eliminating the provision that a captain's practice is "confined primarily to members of that team."

The membership has regularly indicated that the legislation regulating when and how student-athletes engage in sport-specific activities outside the season with their teammates is confusing, difficult to monitor and not practical. It is understood that student-athletes are going to engage in sport-specific activities with their teammates outside the season. Consequently, the membership, including the Division III Student-Athlete Advisory Committee, advocated for greater latitude to allow these interactions to occur, but, to maintain prohibitions on athletics staff involvement and making the activities mandatory. Under the current legislation the element that is most concerning is that the activity must be open and cannot be limited to members of a team. The Interpretations and Legislation Committee indicated the focus should not be on who engages in the activity, but is the activity required for participation. The legislative amendment would clarify that student-athletes could participate in an activity limited to members of that team provided there is no coach involvement and the activity is voluntary.

Presidents Council. No action is necessary.

**(c) Approve Official Interpretation – Four-Year College Prospective Student-Athletes – Notice to Transfer in NCAA Transfer Portal (III).**

Management Council. The Council approved an official interpretation to clarify that the notification of transfer within the NCAA Transfer Portal equates to a permission to contact; thereby allowing Division III coaches to contact student-athletes that are in the NCAA Transfer Portal.

Presidents Council. No action was necessary.

**(d) Amend Official Interpretation – Offers and Inducements – Providing a Digital Photograph to a Prospective Student-Athlete (III).**

Management Council – The Council approved an amendment of the official interpretation [Reference: 2/23/18, Item No. 2a] to remove "unaltered" from the description of the type of digital photograph an institution may provide a student-athlete after a campus visit.

Presidents Council. No action was necessary.

**(e) Review of Prospective Student-Athlete Seating Arrangement on Official/Unofficial Visits.**

Management Council. The Council noted the committee discussed whether to recommend a legislative amendment to allow prospective student-athletes to sit on the team's bench during an intercollegiate contest. Currently, while on an official or unofficial visit, institutions may provide student-athletes complimentary admission to an athletics event but

may only provide seating in the general seating area. The committee agreed that the rationale underlying that legislation (which was to provide the prospective student-athlete the same experience as a general student) remains relevant. Therefore, the committee decided not to recommend a legislative change.

Presidents Council. No action was necessary.

**(f) Letters of Recommendation for Student-Athletes from Institutional Athletics Staff.**

Management Council. The Council noted the committee reviewed whether institutional athletics staff providing a letter of recommendation on behalf of a student-athlete constituted an extra benefit. Further, the committee reviewed whether that recommendation could be for a benefit that constituted financial aid as athletics staff members may not be involved in influencing the financial aid decision, nor may athletics be considered in the awarding process. The committee agreed that an institutional staff member may provide a letter of recommendation for a student-athlete but requested further discussion at a future meeting regarding the financial aid implications.

Presidents Council. No action was necessary.

**(g) Review of Division II Coaches' Education Initiative.**

Management Council. The Council noted the committee reviewed the Division II educational program, Division II University, that provides educational modules for coaches and discussed the cost of the initiative with NCAA Division III governance staff. [See Page No. 23 Item No. h]

Presidents Council. No action was necessary.

**(6) Membership Committee.**

**(a) Impact of Association-Wide Vote on Division III Membership Policy Related to Convention Vote Requirement.**

Management Council. The Council noted staff informed the committee of an Association-wide legislative vote that will occur at the 2019 NCAA Convention. The vote will occur immediately following the Convention plenary session. Because members can cast a legislative vote during that session, there is a possibility that the institution might believe it can depart the Convention prior to the Division III Business Session, and still meet the requirements of Bylaw 3.2.4.15 (Convention and Regional Rules Seminar Attendance). The committee noted that the legislation states the vote must be done "at the NCAA Convention Division III Business Session" and reiterated the intent that the vote be recorded during the Saturday morning Division III Business Session. The committee asked staff to

Staff Liaisons:  
Alford, Berg,  
Jones

Council Rep:  
Mooney

include this information in the 2019 Convention Question and Answer document. The committee agreed to discuss the language of the legislation during its February meeting to see if it needed amendment and further clarification.

Presidents Council. No action was necessary.

**(b) Update on Membership Status of Benedictine College (Illinois).**

Management Council. The Council noted staff informed the committee that Benedictine College (Illinois) has decided to remain in Division III after having applied to begin the Division II membership process. The staff is working with the institution to determine if any violations of Division III rules occurred as the institution was exploring reclassification.

Presidents Council. No action was necessary.

**(7) Nominating Committee.**

Staff Liaison:  
Tufano

Council Rep:  
Mazza

**(a) Committee Term Extension.**

Management Council. The Council approved the following committee term extension:

- Nominating Committee – Andrea Belis, senior woman administrator, Becker College.

Presidents Council. No action was necessary.

**(b) Governance Committee Appointments.**

Management Council. The Council approved the following governance committee appointments:

i. Division III Student-Athlete Advisory Committee (11 vacancies):

- American Rivers Conference – Braly Keller, Nebraska Wesleyan University.
- American Southwest Conference – Isiah Swann, University of Texas at Dallas.
- City University of New York Athletic Conference (immediate vacancy) – Anthony Francois, John Jay College of Criminal Justice.
- Commonwealth Coast Conference – Arcel Kabongo Ngoy, Western New England University.
- Landmark Conference (immediate vacancy) – Catherine Lanigan, Juniata College.
- New England Collegiate Conference – Michael McMahon, Becker College.

- New Jersey Athletic Conference – Christine Mayorga, Montclair State University.
- North Eastern Athletic Conference – Michael Litz, Penn State University, Abington.
- Ohio Athletic Conference – Hannah Durst, Baldwin Wallace University.
- Upper Midwest Athletic Conference – Charlotte Ellis, Crown College (Minnesota).
- Wisconsin Intercollegiate Athletic Conference (immediate vacancy) – Jake Santellano, University of Wisconsin-Whitewater.

ii. Division III Management Council (five vacancies):

- Stephen Briggs, president, Berry College, Southern Athletic Association.
- Charles Brown, faculty athletics representative, Pennsylvania State University Erie, the Behrend College, Allegheny Mountain Collegiate Conference.
- Steve Cantrell, director of athletics, Delaware Valley University, Middle Atlantic Conferences.
- Sarah Feyerherm, vice president for student affairs/athletics direct report, Washington College (Maryland), Centennial Conference.
- Michelle Morgan, director of athletics, John Carroll University, Ohio Athletic Conference.

iii. Division III Championships Committee (two vacancies):

- Penny Siqueiros, director of athletics, Wesleyan College (Georgia), USA South Athletic Conference (immediate vacancy).
- Brian Jamros, director of athletics, The College of St. Scholastica, Upper Midwest Conference.

iv. Division III Financial Aid Committee (two vacancies):

- Marybeth Lamb, director of athletics, Bridgewater State University, Massachusetts State Collegiate Conference.
- James Schmidt, chancellor, University of Wisconsin-Eau Claire, Wisconsin Intercollegiate Athletic Conference.

v. Division III Membership Committee (two vacancies):

- Charles Jacobs, faculty athletics representative, St. Norbert College, Midwest Conference.
- Megan Valentine, director of athletics, Hilbert College, Allegheny Mountain Collegiate Conference.

vi. Division III Nominating Committee (two vacancies):

- Robert Davis, Jr., chief of staff/athletics direct report, University of Scranton, Landmark Conference.
- Josh Merchant, president, Buena Vista University, American Rivers Conference.

The Council approved a new policy that if a vacancy on a sports committee has been posted a least one time (in addition to the original posting of annual committee vacancies) and no eligible nominations have been received, the conference that has not had representation for the longest period will be required to submit an individual to be appointed to the committee.

Presidents Council. No action was necessary.

Staff Liaisons:  
Barnhart,  
Berg, Jones,  
Peterson-  
Mylinski

Council Reps:  
Burns, Cain

(8) **Student-Athlete Advisory Committee (SAAC).**

Management Council. The Council reviewed the committee's report. No action was necessary.

Presidents Council. No action was necessary.

(9) **Student-Athlete Reinstatement Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Grace,  
Romash

Council Rep:  
Benning

d. **Association-Wide Committees.**

(1) **Competitive Safeguards and Medical Aspects of Sports (CSMAS).**

(a) **Concussion Protocol Review Process.**

Management Council. The Council noted the committee was briefed on the 2018 Division I concussion protocol review process, which at the time of the meeting, was still underway. In 2018, 262 non-autonomy protocols were submitted, which is a slight decrease from the 275 submitted in 2017. The committee also received an update on the status of the Divisions II and III concussion protocol template initiatives. Both divisions have approved noncontroversial legislation that requires an institution to have a concussion management plan that adheres to the process prescribed by the NCAA Board of Governors. In addition, the new legislation requires annual review of the concussion management plan by the institution's athletics health care administrator. At the time of the meeting, the template was in final production phase, and membership communication was being readied.

Staff Liaisons:  
Parsons,

Council Rep:  
Baker-Watson

Presidents Council. No action was necessary.

**(b) Independent Medical Care – Update from the IMC Working Group.**

Management Council. The Council noted the committee reviewed a report from the Independent Medical Care Working Group. The working group confirmed that the independent medical care legislation does apply to situations where visiting teams travel without primary athletics health care providers. However, the committee noted that gaps exist around its understanding of the implementation of health care provisions to visiting teams. Due to these gaps, and to the potential medicolegal issues related to these situations the committee agreed that additional guidance should be provided to the membership. To that end, the working group, in collaboration with appropriate NCAA staff, will continue the development of a white paper to address relevant issues surrounding host and visitor care provisions, independent medical care, risk management and other pertinent concerns.

Presidents Council. No action was necessary.

**(c) Operationalizing Drug Testing Policy for WADA Alignment.**

Management Council. The Council noted that at the committee's December 2017 meeting, it recommended legislation to amend all legislated references to NCAA banned-drug classes to align with the World Anti-Doping Agency list of prohibited classes, with the exception of the glucocorticoid class. To identify and address potential issues with these pending changes, the committee agreed to create a working group to operationalize impacted drug testing policy.

In addition, the committee agreed to maintain NCAA policy on a number of substances within the banned drug classes. Specifically, the committee agreed to continue to include caffeine as a banned substance and agreed to continue to exclude insulin and Synthroid as banned substances. Finally, the committee agreed to maintain the current threshold for an NCAA positive test for THC at 15 ng/mL.

Presidents Council. No action was necessary.

**(2) Committee on Sportsmanship and Ethical Conduct.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Brownlee,  
Huber,  
Roxbury

Council Rep:  
Tompson-Wolfe

Staff Liaisons:  
Gentry, Wilson

Council Rep:  
Udelhofen

**(3) Committee on Women's Athletics (CWA).**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaison:  
Tufano

Council Rep:  
Benning

**(4) Honors Committee**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Abdur-Rashid,  
Crawford,  
Robinson

Council Rep:  
Bryant

**(5) Minority Opportunities and Interests Committee (MOIC).**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Smith,  
Suscha

Council Rep:  
Walsh

**(6) Olympic Sports Liaison Committee (OSLC).**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Calandro,  
Halpin

**(7) Playing Rules Oversight Panel.**

Management Council. The Council reviewed the committee's report. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaisons:  
Thomas

Council Rep:  
Cummings-Danson

**(8) Postgraduate Scholarship Committee.**

Management Council. The Council reviewed the committee's report noting it reviewed 83 spring sport nominations (37 men and 46 women). It also awarded 29 postgraduate scholarships for men's sports and 29 postgraduate scholarships for women's sports. No action was necessary.

Presidents Council. No action was necessary.

Staff Liaison:  
Roxbury

Council Rep:  
Millerick

**(9) Research Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.



Staff Liaison:  
Thomas

Council Rep:  
Walsh

**(10) Walter Byers Scholarship Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

**4. PROPOSED LEGISLATION FOR THE 2019 CONVENTION.**

**a. Review of 2019 Convention Legislation.**

- (1) 2019 Division III Convention Proposal Positions.** The Councils reviewed responsibilities associated with Convention proposal speaking assignments and took formal positions on the membership-sponsored proposal as presented below:

- **Playing and Practice Seasons – Field Hockey and Soccer Preseason – Establishing a Three-Day Acclimatization Period.**

Presidents Council. The Presidents Council approved the recommendation of the Management Council and opposed the membership-sponsored proposal to establish a three-day acclimatization in soccer and field hockey.

Management Council. The Council recommended that the Presidents Council oppose the membership-sponsored proposal to establish a three-day acclimatization in soccer and field hockey. The Council based its recommendation of opposition on the following: (1) The proposal does not have existing data to support it; (2) It doesn't take into consideration all fall sports; (3) It could disadvantage financially challenged institutions; and (4) It could negatively impact student-athlete summer work and internship opportunities.

Playing and Practice Seasons Subcommittee. The subcommittee recommends a position of "No Position." While recognizing there is value in the proposal, there should be broader discussion regarding acclimatization periods for all fall sports.

Committee on Competitive Safeguards and Medical Aspects of Sports. The committee opposes this proposal. The proposal is in conflict with existing legislation and interassociation recommendations that define the acclimatization period as five days. The health and safety benefits of a three-day acclimatization period are also not supported by scientific literature.

- (2) 2019 NCAA Convention Proposal – Football Preseason – Amendment to Amendment.**

Presidents Council. The Presidents Council approved the Management Council's recommendation to sponsor an amendment-to-amendment to the 2019 Convention

proposal that establishes the football preseason start date at 23 days before the institution's first contest.

Management Council. The Council recommended that the Presidents Council sponsor an amendment-to-amendment to the 2019 Convention proposal that establishes the football preseason start date at 23 days before the institution's first contest. Specifically, the Council recommended that if an institution's first contest is on Thursday, the preseason start would be 23 days from the following Friday.

**(3) Amateurism – Pre-Enrollment Educational Expenses – Blanket Waiver.**

Management Council. In its review of the pre-enrollment educational expenses proposal that permits individuals to accept educational expenses prior to collegiate enrollment, the Council learned that institutions were already contacting NCAA staff with questions and waiver requests regarding current student-athletes who may have received pre-enrollment educational expenses. Based on this information, the Council approved a blanket waiver for all current student-athletes who may have received educational expenses for secondary education that are not allowed under the current legislation but would be permitted under the proposal. If the proposal is not adopted at the 2019 Convention, then those student-athletes that received impermissible secondary educational expenses would have to be declared ineligible and apply for reinstatement.

Presidents Council. No action was necessary.

**b. Convention Proposal Groupings and Voting Order.**

Presidents Council. The Presidents Council approved the recommendation of the Management Council regarding the 2019 Convention proposal groupings and voting order. The Council also approved roll-call voting for all proposals.

Management Council. The Council recommended the following proposal grouping and voting order for the 2019 Convention as well as designating roll-call voting for all proposals.

Board of Governors Grouping:

Organization – Board of Governors – Independent Members.

Presidents Grouping:

Playing and Practice Seasons – Football – Establishing Preseason Start Date 23 days Before the Institution's First Actual Contest.

Playing and Practice Seasons – Field Hockey and Soccer Preseason – Establishing a Three-Day Acclimatization Period.

Membership – Conditions and Obligations of Membership – Student-Athlete Graduation Rate Reporting.

General Grouping:

Amateurism – Pre-Enrollment Educational Expenses

Eligibility – Final Term Before Experiential Learning Requirement.

Recruiting – Electronic Transmissions and Publicity – Comments Before Acceptance – Social Media.

**c. Review of Administrative Legislation for 2019 NCAA Convention.**

**(1) Executive Regulation – Championship Misconduct – Parameters of the Misconduct Period.**

Management Council. The Council approved administrative legislation to clarify throughout the championship's legislation the parameters of the championships misconduct period.

Presidents Council. No action was necessary.

**(2) Administration of NCAA Championships – Availability of Alcoholic Beverages – Exception for Joint Championships.**

Management Council. The Council approved administrative legislation to allow alcohol sales at future joint NCAA championships that include Division I, provided the required parameters for alcohol sales are met and the championships are held in the same facility.

Presidents Council. No action was necessary.

**d. Review of Noncontroversial Legislation for the 2019 NCAA Convention.**

**(1) Infractions Program – Penalties – Penalties, Disciplinary Measures and Corrective Actions for Major Violations – Review of Penalty – New Information or Prejudicial Error – Institution or Conference Discipline as New Information.**

Management Council. The Council approved noncontroversial legislation to require that parties to an infractions case submit any new information directly related to the NCAA Division III Committee on Infractions' findings or conclusions in the case no later than one year following the issuance of the committee decision to the parties, or for a party that appeals a decision, the issuance of the Infractions Appeals Committee decision to the appealing party; further, to specify that disciplinary measures prescribed by the institution or its conference after an infractions decision may not be considered new information.

Presidents Council. No action was necessary.

**(2) Recruiting – Recruiting Advertisements – Location of Advertisement.**

Management Council. The Council approved noncontroversial legislation to clarify that an institution is permitted to produce any athletically related recruiting advertisements, provided the advertisements are not placed at athletics events featuring prospective student-athletes.

Presidents Council. No action was necessary.

**(3) Awards and Benefits – Housing and Meals – Exceptions – Meals Missed Due to Practice.**

Management Council. The Council approved noncontroversial legislation to specify that an institution may provide meals missed due to participation in institutional practice.

Presidents Council. No action was necessary.

**(4) Recruiting – Contacts and Evaluations – De Minimis Violations.**

Management Council. The Council approved noncontroversial legislation to specify that violations of Bylaw 13.1 and its subsections shall be considered “de minimis” and do not impact a prospective student-athlete’s eligibility.

Presidents Council. No action was necessary.

**(5) Recruiting – Entertainment, Reimbursement and Employment of High School/College-Preparatory School/Two-Year College Coaches – De Minimis Violations.**

Management Council. The Council approved noncontroversial legislation to specify that violations of Bylaws 13.8.1 and 13.8.2 shall be considered “de minimis” and do not impact a prospective student-athlete’s eligibility.

Presidents Council. No action was necessary.

**(6) Executive Regulations – Eligibility for Championships – Ineligibility for Use of Banned Drugs – Banned Drugs – Alignment of NCAA Banned Drug Classes with World Anti-Doping Agency’s List of Prohibited Drug Classes.**

Management Council. The Council approved noncontroversial legislation to amend all legislated references of NCAA banned drug classes to align with the World Anti-Doping Agency (WADA) list of prohibited classes with the exception of the glucocorticoid class, as specified.

Presidents Council. No action was necessary.

**(7) Committees – Association-Wide Committees – General Committees – Walter Byers Scholarship Committee – Composition – Student-Athlete Representation.**

Management Council. The Council approved noncontroversial legislation to increase the size of the Walter Byers Scholarship Committee from six to seven members; further, to specify one position shall be allocated for a former student-athlete.

Presidents Council. No action was necessary.

**5. *DIVISION III INITIATIVES AND UPDATES.***

**a. Diversity and Inclusion Working Group.**

Management Council. The Council reviewed the following: (1) Mandatory student-athlete graduation rate reporting legislative proposal, and in particular, if there are specific membership discussions related to the proposal; (2) 2019 Student Immersion Program has selected 40 candidates, 22 male and 18 female, noting that each will be given an administrative and early career mentor; and (3) Ways to reengage the membership around the Presidential Pledge.

Presidents Council. No action was necessary.

**b. Faculty Athletics Representative (FAR) Working Group.**

Management Council. The Council reviewed and endorsed the FAR best practices resource. The Division III Faculty Athletics Representation Association executive committee will provide feedback in November and staff anticipates the resource will be finalized and an electronic version will be made available to the membership in December. All 2019 Convention delegates will receive a hardcopy in January.

Presidents Council. No action was necessary.

**c. LGBTQ Working Group.**

Management Council. The LGBTQ Working Group distributed the LGBTQ nondiscrimination policy guide, as well as an LGBTQ identity kit, to every institution and conference office. The working group is currently developing the parameters for a facilitator training for head coaches slated for June 2019.

The Council directed staff to discuss ways to make Division III committee reports, policies, resources, applications and committee nominating processes gender neutral as well as Association-wide resources (e.g., NCAA Convention registration). Staff noted it has scheduled a preliminary meeting with the office of inclusion to discuss next steps.

Presidents Council. No action was necessary.

**d. 2018 Graduation Rate Report.**

Management Council. The Council noted that it is the ninth year of the voluntary collection of student-athlete graduation rates for Division III, with approximately 280 institutions participating. Some of the findings are: (1) Student-athletes continue to graduate at a higher rate than the student-body; (2) Nearly 90% of student-athletes are graduating or separating from their school prior to graduation in good academic standing; (3) Male African-American students and student-athletes graduate at a lower rate than any other race/ethnicity group; (4) African-American men are overrepresented in football and basketball; (5) Half of football student-athletes do not graduate from the school they started at; (6) Nearly one out of five football student-athletes leave in bad academic standing, with one out of three for African-Americans; (7) Approximately two-thirds of African-American football student-athletes do not graduate from the school they started at; and (8) The larger the football recruiting class, the lower the Federal Graduation Rate.

Presidents Council. No action was necessary.

**e. International Ice Hockey Pilot.**

Management Council. Staff provided an update on the international ice hockey pilot. During 2018-19 academic year, at the request of the membership, staff created a pilot for all Division III schools that sponsor men's and women's ice hockey. The pilot parameters include the NCAA Eligibility Center reviewing the participation history of all international first year ice hockey players. As of early October, 72 percent of the division had participated in the pilot by either submitting a roster to the EC or declaring that it had no first-year international players. Staff also noted that participation numbers have exceeded preliminary estimates, likely creating a budget overage. At the conclusion of the ice hockey season, staff will conduct a survey to assess the pilot.

Presidents Council. No action was necessary.

**f. Division III Identity Initiative.**

Management Council. The Council received a status report on the Division III Identity Initiative including an update on the purchasing website, DIII/D3SIDA Recognition Award, social media, Special Olympics, new Division III Identity Initiative video and Division III Week.

Presidents Council. No action was necessary.

**g. Feedback from Conference Meetings.**

Management Council. The Council reviewed reports from various conference visits. No action was necessary.

Presidents Council. No action was necessary.

**h. “Division III University”.**

Management Council. Similar to Division II, the Council endorsed a recommendation to create a “Division III University”, an on-line learning management system for Division III head coaches and other administrators. The Division III rollout would be limited in scope with its initial existing educational modules released in January 2019. While there is no cost to develop the modules, there is a cost for Division III head coaches and administrators to access the modules. The cost is approximately two to three dollars per license. With close to 8,000 head coaches and 1,000 administrators (e.g., athletics directors, senior woman administrators and commissioners), staff estimates the initial cost to be \$25-30,000. The Management Council recommended the Strategic Planning and Finance Committee approve the funding by either paying for this expense from the Injury Surveillance Program budget of \$104,000 (which appears to be excessive) in 2018-19 or from the division’s surplus above and beyond the mandated reserve.

Presidents Council. No action was necessary.

**i. Injury Surveillance Program.**

Management Council. The Council received an update on the Injury Surveillance Program (ISP) noting a continual educational and communication effort with the membership. A webinar will be scheduled to help athletics trainers better understand the program’s benefits. Staff also will request that commissioners discuss the ISP with their conference members and encourage participation in the program.

Presidents Council. No action was necessary.

**7. ASSOCIATION-WIDE UPDATES AND ISSUES.**

**a. Board of Governors (BOG) Update.**

**(1) College Basketball Reform – Board of Governors Composition.**

Management and Presidents Council. The Councils received an update on the legislative proposal to add five (5) public independent members to the Association’s Board of Governors and shared feedback. The proposal was part of a series of recommendations forwarded to the governors in April by the Commission on College Basketball (chaired by former U.S. Secretary of State Condoleezza Rice) and approved unanimously by the NCAA Board of Governors.

It was noted that the vote on the proposal will occur during a joint business session of the entire Association on Thursday, January 24, at 5:45 p.m. in Grand Ballroom 7-8 at the Orlando World Center Marriott, immediately following the NCAA Plenary Session: State of College Sports.

**(2) Sports Wagering Update.**

Management and Presidents Councils. The Councils received an update noting the goal is to both support the well-being of NCAA student-athletes and protect the integrity of NCAA competition within the environment of increased legalized

sports wagering. Strategic areas that are being addressed are: (1) Education; (2) Competition integrity; (3) NCAA legislation and policy; (4) Information/data management; (5) Officiating; and (6) Political landscape (state and federal legislation).

The Presidents Council noted that the Board of Governors will appoint an Association-wide Ad Hoc Committee to address this issue.

**b. Sport Science Institute (SSI) updates.**

Management and Presidents Council. The SSI staff shared an update on the guidelines to prevent catastrophic injury and death in college student-athletes. SSI will send the guidelines to medical organizations for review and final endorsement. At its January meeting, the Council will review the interassociation guidelines and receive an update regarding any legislative impacts. SSI anticipates the guidelines to be officially endorsed and adopted at the Board of Governors' spring meeting. SSI also anticipates hosting a Sports Wagering Summit in the coming months.

**c. Litigation Update.**

Management and Presidents Council. The Councils received a litigation update. No action was necessary.

**d. Strategic Planning Session.**

Management and Presidents Councils. The Councils met with representatives from Attain, a strategic planning agency, to provide feedback related to the NCAA's current Association-wide strategic planning process.

**e. Transfer Portal.**

Management Council. The Council reviewed a new Association-wide initiative that officially opened October 15. Divisions I and II institutions will use the NCAA Transfer Portal to initiate student-athlete entries. Although Division III will not use the Transfer Portal to enter transferring student-athletes, institutions will have access to the portal to view Division I and II student-athlete information. The Transfer Portal shows the student-athlete's notification of transfer (Division I) and permission to contact (Division II) in addition to the student-athletes' transfer tracer.

Presidents Council. No action was necessary.

**f. NCAA Student-Athlete Welcome Packet.**

Management Council. The Council noted that welcome packets were sent to 26,500 incoming student-athletes in Divisions I, II and III as part of the Pathway to Opportunity initiative. The packet included a congratulatory letter from NCAA President Mark Emmert, and a welcome card that encouraged them to follow the NCAA's Instagram account to check out a series of stories created by current student-athletes with advice for incoming freshmen. In addition, the recipients were asked to opt in to receive periodic



texts with additional tips and resources, and those who opted in to the text program were asked to provide additional contact information to receive a free water bottle.

Since Division III student-athletes do not go through the initial eligibility certification process, staff worked with the Management Council to identify first-year student-athletes at their institutions to be part of the pilot effort.

Presidents Council. No action was necessary.

**g. Management and Presidents Councils Policies and Procedures.**

Management and Presidents Councils. The Councils noted that language committed to diversity and inclusion has been added to both Council's policies and procedures. The language offers a range of accommodations including – but not limited to – physical accessibilities, food allergies and dietary restrictions, gender neutral bathrooms, and private lactation spaces. The Management Council encouraged staff to provide similar, gender neutral language in all NCAA communications. Governance staff will consult with the Diversity and Inclusion staff in this regard.

**8. ADJOURNMENT.**

Management Council. The Council meeting adjourned at 4:03 p.m. Monday, October 15 and 11:52 a.m. Tuesday, October 16.

Presidents Council. The Presidents Council meeting adjourned at 5:47 p.m. Tuesday, October 23 and 11:33 a.m. Wednesday, October 24.



**REPORT OF THE NCAA DIVISION III ADMINISTRATIVE COMMITTEE  
NOVEMBER 13, 2018, ELECTRONIC MAIL**

**ACTION ITEMS.**

- **None.**

**INFORMATIONAL ITEMS.**

1. **Division III Committee on Infractions Reappointment.** The Administrative Committee, on behalf of the Management Council, approved the reappointment of Effel Harper, associate professor, University of Mary Hardin-Baylor, to a second three-year term on the committee.
2. **Governance Committee Appointments.** The Administrative Committee, on behalf of the Management Council, approved the following committee appointments:
  - Division III Interpretations and Legislation Committee (January 2019 vacancy) – Mila Su, faculty athletics representative, Plattsburgh State University of New York.
  - Division III Nominating Committee (immediate vacancy replacing Teelah Grimes) – Rahsaan Carlton, director of athletics, Penn State Harrisburg.

*Committee Chair: Jeff Docking, Adrian College, Michigan Intercollegiate Athletic Association*

*Staff Liaisons: Dan Dutcher, Division III Governance  
Jay Jones, Division III Governance  
Debbie Kresge, Division III Governance  
Louise McCleary, Division III Governance*

NCAA Division III Administrative Committee November 13, 2018, Teleconference	
<b>Attendees:</b>	
Jeff Docking, Adrian College.	
Sue Henderson, New Jersey City University.	
Shantey Hill, St. Joseph's College (Long Island)	
Chris Kimball, California Lutheran University	
Kate Roy, Northern Vermont University.	
<b>Absentee:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Dan Dutcher, Jay Jones, Debbie Kresge and Louise McCleary	



**REPORT OF THE NCAA DIVISION III ADMINISTRATIVE COMMITTEE  
JANUARY 3, 2019, ELECTRONIC MAIL**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **NCAA Postgraduate Scholarship Committee Public Member Vacancy.** The Administrative Committee, on behalf of the Management Council, approved the appointment of Caitlin Schwehofer, past postgraduate scholarship recipient from St. John's University, to the committee.
2. **Division III Championships Committee Appointment.** The Administrative Committee, on behalf of the Management Council, approved the appointment of Kiki Jacobs, director of athletics, Roger Williams University, to fill an immediate vacancy replacing Timothy Fitzpatrick, who resigned from the committee.

*Committee Chair: Jeff Docking, Adrian College, Michigan Intercollegiate Athletic Association*

*Staff Liaisons: Dan Dutcher, Division III Governance  
Jay Jones, Division III Governance  
Debbie Kresge, Division III Governance  
Louise McCleary, Division III Governance*

NCAA Division III Administrative Committee January 3, 2019, Electronic Mail	
<b>Attendees:</b>	
Jeff Docking, Adrian College.	
Sue Henderson, New Jersey City University.	
Shantey Hill, St. Joseph's College (Long Island)	
Chris Kimball, California Lutheran University	
Kate Roy, Northern Vermont University.	
<b>Absentee:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Dan Dutcher, Jay Jones, Debbie Kresge and Louise McCleary	

### **DIVISION III PHILOSOPHY STATEMENT**

Colleges and universities in Division III place the highest priority on the overall quality of the educational experience and on the successful completion of all students' academic programs. They seek to establish and maintain an environment in which a student-athlete's athletics activities are conducted as an integral part of the student-athlete's educational experience, and an environment that values cultural diversity and gender equity among their student-athletes and athletics staff.

- (a) Expect that institutional presidents and chancellors have the ultimate responsibility and final authority for the conduct of the intercollegiate athletics program at the institutional, conference and national governance levels;
- (b) Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (e.g., students, alumni, institutional personnel) than on the general public and its entertainment needs;
- (c) Shall not award financial aid to any student on the basis of athletics leadership, ability, participation or performance;
- (d) Primarily focus on intercollegiate athletics as a four-year, undergraduate experience;
- (e) Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;
- (f) Encourage participation by maximizing the number and variety of sport offerings for their students through broad-based athletics programs;
- (g) Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;
- (h) Assure that athletics participants are not treated differently from other members of the student body;
- (i) Assure that student-athletes are supported in their efforts to meaningfully participate in nonathletic pursuits to enhance their overall educational experience;
- (j) Assure that athletics programs support the institution's educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution's athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission;

- (k) Assure that athletics recruitment compiles with established institutional policies and procedures applicable to the admission process;
- (l) Exercise institutional and/or conference autonomy in the establishment of initial and continuing eligibility standards for student-athletes;
- (m) Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body;
- (n) Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body.
- (o) Provide equitable athletics opportunities for males and females and give equal emphasis to men's and women's sports;
- (p) Support ethnic and gender diversity for all constituents;
- (q) Give primary emphasis to regional in-season competition and conference championships; and
- (r) Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

The purpose of the NCAA is to assist its members in developing the basis for consistent, equitable competition while minimizing infringement on the freedom of individual institutions to determine their own special objectives and programs. The above statement articulates principles that represent a commitment to Division III membership and shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.

NCAA Mission

What the brand wants to accomplish

To govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

DIII Positioning Statement

Who we are

**Follow your passions and discover your potential.** The college experience is a time of learning and growth – a chance to follow passions and develop potential. For student-athletes in Division III, this happens most importantly in the classroom and through earning an academic degree. The Division III experience provides for passionate participation in a competitive athletics environment, where student-athletes push themselves to excellence and build upon their academic success with new challenges and life skills. And student-athletes are encouraged to pursue the full spectrum of opportunities available during their time in college. In this way, Division III provides an integrated environment for student-athletes to take responsibility for their own paths, follow their passions and find their potential through a comprehensive educational experience.

DIII Attributes

What we stand for

<b>Proportion:</b> appropriate relation of academics with opportunities to pursue athletics & other passions.	<b>Comprehensive Learning:</b> opportunity for broad-based education and success.	<b>Passion:</b> playing for the love of the game, competition, fun and self-improvement.	<b>Responsibility:</b> development of accountability through personal commitment and choices.	<b>Sportsmanship:</b> fair and respectful conduct toward all participants and supporters.	<b>Citizenship:</b> dedication to developing responsible leaders and citizens in our communities.
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NCAA Brand Attributes

Balance

Learning

Spirit

Character

Fair Play

Community

Audiences

Who we are addressing

Student-Athletes / Parents

DIII Internal Constituencies

General Public / Media

Audience Benefits

Key benefits of the DIII experience

- |  |   |  |
|--|---|--|
| <ul style="list-style-type: none"><li>- Continue to compete in a highly competitive athletics program and retain the full spectrum of college life.</li><li>- Focus on academic achievement while graduating with a comprehensive education that builds skills beyond the classroom.</li><li>- Access financial aid for college without the obligations of an athletics scholarship.</li><li>- Opportunities to play more than one sport.</li><li>- Be responsible for your own path, discover potential through opportunities to pursue many interests.</li></ul> | <ul style="list-style-type: none"><li>- Academics are the primary focus for student-athletes. Shorter practice and playing seasons, no red-shirting and regional competition minimize time away from their academic studies and keep student-athletes on a path to graduation.</li><li>- Student-athletes are integrated on campus and treated like all other members of the general student-body, keeping them focused on being a student first.</li><li>- Participation in athletics provides valuable “life lessons” for student-athletes (teamwork, discipline, perseverance, leadership, etc) which often translate into becoming a better student and more responsible citizen.</li></ul> | <ul style="list-style-type: none"><li>- Division III institutions develop student-athlete potential through a comprehensive educational approach.</li><li>- Division III institutions offer athletics for the educational value and benefit to the student-athlete, not for the purposes of revenue generation or entertainment.</li><li>- Participation in athletics provides valuable “life lessons” for student-athletes (teamwork, discipline, perseverance, leadership, etc) which often translate into becoming a better student and more responsible citizen.</li><li>- Student-athletes compete in a highly competitive athletics program and retain the full spectrum of college life.</li><li>- Student-athletes do not receive monetary incentive to play sports but rather participate for the love of the game.</li></ul> |
|--|---|--|

Reasons to Believe

Supporting features of DIII

- |   |  |
|---|--|
| <ol style="list-style-type: none"><li><b>1. Comprehensive educational experience.</b> Division III institutions develop student-athlete potential through a holistic educational approach that includes rigorous academics, competitive athletics and opportunity to pursue other interests and passions.</li><li><b>2. Integrated campus environment.</b> 26% of all students at Division III institutions participate in athletics. Those participating in athletics are integrated into the campus culture and educational missions of their colleges or universities:<ul style="list-style-type: none"><li>- Student-athletes are subject to admission and academic performance standards consistent with the general student body;</li><li>- Student-athletes are not provided any special housing, services or support from their institution different from other students or student groups;</li><li>- Athletics departments are regulated and managed through the same general procedures and practices as other departments of the institution.</li></ul>This integration of athletics allows the student-athletes to take full advantage of the many opportunities of campus life and their entire collegiate experience.</li><li><b>3. Academic focus.</b> Student-athletes most often attend a college or university in Division III because of the excellent academic programs, creating a primary focus on learning and achievement of their degree. The division minimizes the conflicts between athletics and academics through shorter playing and practicing seasons, the number of contests, no red-shirting or out-of-season organized activities and a focus on regional in-season and conference play.</li></ol> | <ol style="list-style-type: none"><li><b>4. Available financial aid.</b> 75% of all student-athletes in Division III receive some form of grant or non-athletics scholarship. Student-athletes have equal opportunity and access to financial aid as the general student body – but are not awarded aid based on athletics leadership, ability, performance or participation.<ul style="list-style-type: none"><li>- Division III does not award athletics scholarships. Without the obligation of an athletics scholarship, student-athletes can emphasize academics, athletics and other opportunities of college life appropriate to the necessary commitment and their own passions.</li></ul></li><li><b>5. Competitive athletics programs.</b> Student-athletes do not receive any monetary incentive (athletics scholarship) to play sports in college. They play for the love and passion of the game and to push themselves to be their best, creating an intense, competitive athletics environment for all who participate.</li><li><b>6. National championship opportunities.</b> Division III has over 190,000 student-athletes competing annually in 37 different national championships. These competitions provide an opportunity for student-athletes to compete at the highest level and fulfill their athletics potential.</li><li><b>7. Commitment to athletics participation.</b> Division III institutions are committed to a broad-based program of athletics because of the educational value of participation for the student-athlete. The division has a higher number and wider variety of athletics opportunities on average than any other division in the NCAA, emphasizing both competitive men’s and women’s sports.</li></ol> |
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**REPORT OF THE  
DIVISION III CONVENTION-PLANNING SUBCOMMITTEE  
NOVEMBER 5, 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. **Report from September 4, 2018 Teleconference Minutes.** The subcommittee reviewed the minutes and had no changes.
3. **2019 Convention Plan.** The subcommittee reviewed the following documents for the 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 assigned Convention-Planning Subcommittee members 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. (Attachment)
  - c. Chancellors/Presidents programming. The subcommittee reviewed the agenda for the Chancellors/Presidents Engagement Program and had no recommended changes. This session will include a breakfast this year, which is open to all chancellors and presidents. Unlike past years, the NCAA will not be providing a \$200 honorarium for new presidents and chancellors.
  - d. Athletics Direct Report Institute. The subcommittee reviewed the agenda for the ADR Institute and had no recommended changes. Thirty-six ADRs have been selected. The ADR Institute planning committee is finalizing its speakers.

- e. Student Immersion Program. For the fourth annual Student Immersion Program, the selection committee originally chose 40 (22 male and 18 female) ethnic minority students, interested in a career in Division III athletics, to attend the 2019 NCAA Convention. However, several students recently withdrew from the program, so the cohort will consist of 36 participants. Each participant will have an administrative mentor as well as an early-career mentor. In coordination with the office of inclusion, staff has developed a participant's Convention programming schedule. All program sessions will be located at the Division III host hotel; the Caribe Royale. Shuttles will be available to take participants between the Caribe Royale and World Marriott throughout Convention.
- f. Special Olympics activity. Special Olympics Florida, staff and the Student-Athlete Advisory Committee (SAAC) are collaborating to develop this year's activities, which will include unified bocce and unified soccer events. The Caribe Royale has an outdoor green space that is a perfect location for bocce (weather permitting) and a connected tent space for soccer.
- g. Luncheons. All Division III specific luncheons will all take place on Thursday, January 24 at the Caribe.
  - (1) Presidents and Chancellors. The subcommittee reviewed the chancellors and presidents luncheon agenda and had no recommended changes. There will be an opportunity for round table discussions.
  - (2) Athletics Direct Report. This luncheon will have a similar structure to the Presidents and Chancellors Luncheon. There will be an opportunity for round table discussion.
  - (3) New Athletics Director (AD) Meet and Greet. Staff anticipates approximately thirty athletics directors in the new AD cohort to attend the luncheon.
  - (4) Luncheon with national SAAC. Staff presented a draft agenda and noted that SAAC would be reviewing and updating it, as necessary, during an upcoming meeting.
- h. Issues Forum. The subcommittee reviewed the agenda and updated it accordingly based on the selection of discussion topics. The subcommittee chose the following two topics, from the 2018 Division III Membership Survey results, for the Issues Forum round table discussions:



- (1) Student-athlete health & safety. Areas of discussion may include 360 Proof, the Injury Surveillance Program and Division III University modules on sexual assault prevention and mental health.
- (2) Leveraging athletics enrollment and its impact on budget, personnel and facilities.

Subcommittee members will collaborate with staff to make these discussions effective and meaningful for the attendees. Kellen Wells-Mangold and Greg Johnson volunteered to oversee the student-athlete health and safety session, and Lisa Melendy, Sean Cain and Julie Kline volunteered regarding the session on leveraging athletics enrollment.

- i. Division III Business Session. The subcommittee reviewed the agenda and had no changes.
4. **2019 Convention Planning Timeline.** The subcommittee reviewed the Convention timeline noting the next teleconference is on December 11, 2018. The subcommittee questioned the appropriate time to discuss broad and long-term topics for future Convention planning. Specifically, it discussed what constraints exist for which the subcommittee cannot recommend changes versus areas of more flexibility. On its December teleconference, the subcommittee will have this discussion and forward recommendations to the Division III Management Council to review at its January meeting. Staff will share the Council's feedback on its March 2019 teleconference.
  5. **Updated Convention Registration Numbers.** The subcommittee reviewed the updated Convention registration numbers as of October 15, 2018. To date, over 2,800 total delegates have registered to attend the Convention, with 1,133 Division III registrants. Staff noted a continued increase in registration numbers, including student attendance.
  6. **Convention Management Update.** The subcommittee confirmed the following with the NCAA Convention Management staff:
    - a. Local transportation. Convention management will once again offer transportation returning to the airport on Saturday, January 26. Anything outside of this time will need to be arranged directly by the delegates and at their own cost. Shuttles between the Caribe and the World Marriott will be provided.

- b. Convention App. Staff anticipates the Convention App will be accessible by the second week of January.
  - c. Honors Celebration and Association Luncheon. Tickets for both events are sold out for general delegates. There will be a stand-by line for both events. A \$20 cash payment will be required for anyone entering the Honors Celebration.
  - d. Appointment of delegate form. The form will be sent out on November 13. The form will go out to all presidents and director of athletics. The forms must be completed in a timely fashion. Whoever is designated will vote on Thursday in the Association-wide Business Session and Saturday in the Division III Business Session.
  - e. Association-wide Business Session. This session will begin at 5:45 p.m., immediately following the plenary session on Thursday, January 24. (4:30 to 5:30 p.m.) Voting delegates will be able to pick up voting-machines before entering the plenary session.
7. **Other Business.** There was no other business.
8. **Future Subcommittee Conference Call.** The next teleconference is 1 p.m. Eastern time on Tuesday, December 11.
9. **Adjournment.** The teleconference adjourned at 3:50 p.m. Eastern time.

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

<b>NCAA Division III Convention Planning Subcommittee November 5, 2018, Teleconference</b>	
<b>Attendees:</b>	
Heather Benning, Midwest Conference	
Sean Cain, Adrian College	
Tiffany Franks, Averett University	
Brian Granata, Arcadia University	
Joe Hakes, Illinois Institute of Technology	
Shantey Hill, St. Joseph's College (Long Island)	
Greg Johnson, North Central University	
Scott Kilgallon, Webster University	
Julie Kline, Earlham College	
Lori Mazza, Western Connecticut State University	
Lisa Melendy, Williams College	
Kent Trachte, Lycoming College	
Kellen Wells-Mangold, University of Wisconsin-River Falls	
<b>Absentees</b>	
Joe Onderko, Presidents' Athletic Conference	
Lori Runksmeyer, Eastern Connecticut State University	
Kandis Schram, Maryville College (Tennessee)	
<b>Guests in Attendance</b>	
Crystal Reimer, Stacey Preston and Jessi Faulk.	
<b>NCAA Staff Support in Attendance</b>	
Louise McCleary and Lorne McManigle.	



2019 NCAA CONVENTION  
THURSDAY/FRIDAY/SATURDAY SESSION CHECKLIST

ATTACHMENT  
Supplement No. 02a

Session Titles	ADR Institute Wednesday 1/23 2 to 5:30 p.m. Thursday, 1/24 8 a.m. to 4 p.m.	Division III Student Immersion Program Wednesday 1/23 2 to 6 p.m. Thursday, 1/24 7 to 8:30 a.m. & 1 to 4 p.m. Saturday, 1/26 11 a.m. to Noon	Commissioners' Meeting Thursday, 1/24 8 a.m. to 12 p.m.	Division III Sexual Violence Prevention: Promoting a Safe Culture on Division III Campuses Thursday, 1/24 8:30 to 9:30 a.m.	Division III Fundraising: A Roadmap to Success Thursday, 1/24 9:45 to 11:15 a.m.	Presidents/Chancellors Luncheon Thursday, 1/24 11:30 a.m. to 1 p.m.	National SAAC Luncheon/Issues Forum Thursday, 1/24 11:30 to 1 p.m.
Staff Liaison	Kareti, Leah	Kluch, Yannick McCleary, Louise McManigle, Loren	Jones, Jay McCleary, Louise	Purcell, Kaitlyn	McCleary, Louise	Dutcher, Dan Hartung, Eric Kresge, Debbie Myers, Jeff	Jones, Jay McManigle, Loren
Convention-Planning Representatives	Kline, Julie <a href="mailto:klineju@earlham.edu">klineju@earlham.edu</a>	Melendy, Lisa <a href="mailto:lmelendy@williams.edu">lmelendy@williams.edu</a>	Onderko, Joe <a href="mailto:onderko@pacathletics.org">onderko@pacathletics.org</a>	Kilgallon, Scott <a href="mailto:scottkilgallon@webster.edu">scottkilgallon@webster.edu</a> Wells-Mangold, Kellen <a href="mailto:kellen.wells-mangold@uwrf.edu">kellen.wells-mangold@uwrf.edu</a>	Johnson, Greg <a href="mailto:gjohnso@northcentral.edu">gjohnso@northcentral.edu</a> Mazza, Lori <a href="mailto:mazzal@wcsu.edu">mazzal@wcsu.edu</a>	Franks, Tiffany <a href="mailto:tfranks@averett.edu">tfranks@averett.edu</a> Trachte, Kent <a href="mailto:trachte@lycoming.edu">trachte@lycoming.edu</a>	Cain, Sean <a href="mailto:sm09cain@gmail.com">sm09cain@gmail.com</a>
Identification of Participants and SAAC speakers DUE: 11/30	See agenda	See agenda		Amott, Teresa <a href="mailto:tamott@knox.edu">tamott@knox.edu</a> Akotaobi, Nnenna <a href="mailto:nakota02@swarthmore.edu">nakota02@swarthmore.edu</a> Jacobsen, Jennifer <a href="mailto:jacobsen@grinnell.edu">jacobsen@grinnell.edu</a> Wells-Mangold, Kellen <a href="mailto:kellen.wells-mangold@uwrf.edu">kellen.wells-mangold@uwrf.edu</a> Verdugo, Kiama <a href="mailto:kverdugo01@hamline.edu">kverdugo01@hamline.edu</a>	Belgiovine, Bridget <a href="mailto:bbelgiov@wellesley.edu">bbelgiov@wellesley.edu</a> Davis, Bobby <a href="mailto:robert.davis@swarthmore.edu">robert.davis@swarthmore.edu</a> Stevens, Meg <a href="mailto:mstevens@averett.edu">mstevens@averett.edu</a> Williams, Gary <a href="mailto:Williamsg1@wittenberg.edu">Williamsg1@wittenberg.edu</a> Verdugo, Jason <a href="mailto:jverdugo@hamline.edu">jverdugo@hamline.edu</a>	Docking, Jeff <a href="mailto:jdocking@adrian.edu">jdocking@adrian.edu</a> Henderson, Sue <a href="mailto:shenderson@njcu.edu">shenderson@njcu.edu</a>	Hammel, Parker <a href="mailto:parker.hammel@outlook.com">parker.hammel@outlook.com</a>
Second draft multi- media presentation DUE: 12/18							
Outline of sessions & presentations posted on NCAA website DUE: 1/7							

## 2019 NCAA CONVENTION

### THURSDAY/FRIDAY/SATURDAY SESSION CHECKLIST

Session Titles	NADIIIAA Providing Supplement Around Mental Health  Thursday, 1/24  2:30 to 4 p.m.	Issues Forum  Friday, 1/25  2018 DIII Membership Survey  8:30 to 9:15 a.m.	Issues Forum  Friday, 1/25  2018 DIII Membership Survey  9:15 to 10:15 a.m.	Issues Forum  Friday, 1/25  2019 Convention Legislative Proposals  10:15 to 11:15 a.m.	Provisional/Reclassifying Members  Friday, 1/25  4:30 to 5:30 p.m.	Business Session  Saturday, 1/26  Identity Video  8:05 to 8:20 a.m.	Business Session  Saturday, 1/26  Legislation Voting  8:30 to 11 a.m.
Staff Liaison	McCleary, Louise	Hartung, Eric McCleary, Louise	Hartung, Eric McCleary, Louise	Myers, Jeff Regan, Bill	Alford, Tiffany Jones, Jay McManigle, Loren	McCleary, Louise Skaggs, Adam	Myers, Jeff Regan, Bill
Convention Planning Representative	Runksmeier, Lori <a href="mailto:runksmeierl@eaternct.edu">runksmeierl@eaternct.edu</a>	Wells-Mangold, Kellen <a href="mailto:kellen.wells-mangold@uwrf.edu">kellen.wells-mangold@uwrf.edu</a>	Melendy, Lisa <a href="mailto:lmelendy@williams.edu">lmelendy@williams.edu</a>	Kilgallon, Scott <a href="mailto:scottkilgallon@webster.edu">scottkilgallon@webster.edu</a>	Hakes, Joe <a href="mailto:jhakes@iit.edu">jhakes@iit.edu</a>  Kline, Julie <a href="mailto:klineju@earlham.edu">klineju@earlham.edu</a>	Granata, Brian <a href="mailto:granatab@arcadia.edu">granatab@arcadia.edu</a>	Franks, Tiffany <a href="mailto:tfranks@averett.edu">tfranks@averett.edu</a>  Benning, Heather <a href="mailto:benningh@midwestconference.org">benningh@midwestconference.org</a>
Identification of Partici- pants and SAAC speakers DUE: 11/24	Brooks, Donnie <a href="mailto:brookda@millsaps.edu">brookda@millsaps.edu</a>  Buckel, Maria <a href="mailto:mbuckel@fontbonne.edu">mbuckel@fontbonne.edu</a>  Franks, Tiffany <a href="mailto:tfranks@averett.edu">tfranks@averett.edu</a>  Land, Matt <a href="mailto:landm@trine.edu">landm@trine.edu</a>  Shumann, Ken <a href="mailto:schumank@pacificu.edu">schumank@pacificu.edu</a>  Weaver, Amy <a href="mailto:weaver@hendrix.edu">weaver@hendrix.edu</a>	TBD	TBD	Myers, Jeff <a href="mailto:jmyers@ncaa.org">jmyers@ncaa.org</a>  Regan, Bill <a href="mailto:bfregan@ncaa.org">bfregan@ncaa.org</a>	Kline, Julie <a href="mailto:jkline@laverne.edu">jkline@laverne.edu</a>	TBD	Myers, Jeff <a href="mailto:jmyers@ncaa.org">jmyers@ncaa.org</a>  Regan, Bill <a href="mailto:bfregan@ncaa.org">bfregan@ncaa.org</a>
Draft multimedia presentation DUE: 12/18							
Outline of session and presentations posted on NCAA Web site DUE: 1/7							



**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.** Consider adopting a biennial format since the legislative agenda has been so light the past several years. The biennial 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 recommended the 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, might not occur until 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 approved at its October meeting, and the membership voting, via paddles, 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. [NOTE: Staff subsequently determined any change would require an amendment to [4.8.4.2]
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
<b>Attendees:</b>
Heather Benning, Midwest Conference
Brian Granata, Arcadia University
Joe Hakes, Illinois Institute of Technology
Shantey Hill, St. Joseph's College (Long Island)
Greg Johnson, North Central University
Scott Kilgallon, Webster University
Julie Kline, Earlham College
Lori Mazza, Western Connecticut State University
Lisa Melendy, Williams College
Joe Onderko, Presidents' Athletic Conference
Lori Runksmeier, Eastern Connecticut State University, NADIII AA
Kandis Schram, Maryville College (Tennessee)
Kellen Wells-Mangold, University of Wisconsin-River Falls
<b>Absentees:</b>
Sean Cain, Adrian College
Tiffany Franks, Averett University
Kent Trachte, Lycoming College
<b>NCAA Staff Support in Attendance</b>
Debbie Brown and Louise McCleary
<b>Other NCAA Staff Support in Attendance</b>
Jessi Faulk, Eric Hartung, Crystal Reimer and Emily Tisdale





**REPORT OF THE NCAA DIVISION III STRATEGIC  
PLANNING AND FINANCE COMMITTEE  
NOVEMBER 13, 2018, TELECONFERENCE**

**ACTION ITEMS.**

**1. Legislative Items.**

- None.

**2. Nonlegislative.**

**a. Joint Men's and Women's Basketball Championship.**

- (1) Recommendation. Approve \$250,000 per championship to fund expenses associated with one joint championship for each gender by 2023-24.
- (2) Effective date. September 1, 2019. The joint championship dates will be determined pending future sites selected for the Division I Men's and Women's Final Fours.
- (3) Rationale. During their October meetings, both the Management and Presidents Councils approved the Championships Committee recommendation to host one men's and one women's joint basketball championship by the end of the current broadcast agreement (2023-24). The Councils requested that the Strategic Planning and Finance Committee determine the budget allocations. SPFC recommends moving the funds from the surplus above and beyond the mandated reserve to the Identity Initiatives budget, for the applicable budget year, to cover the expenses that include facility rentals, marketing, promotion, travel, lodging and per diem.
- (4) Estimated budget impact. \$500,000 of one-time expenses (\$250,000 per each championship).
- (5) Estimated student-athlete impact. The most recent joint championships in 2013 for men and 2016 for women garnered significant positive feedback regarding the student-athlete experience, increased attendance for the championship games, and enhanced visibility for the division.

**b. Division III University.**

- (1) Recommendation. Approve a transfer of \$30,000 from the Injury Surveillance budget of \$104,000 to a new budget line to specially fund Division III University.
- (2) Effective Date. Immediate.

- (3) Rationale. Similar to Division II, Division III is creating “Division III University,” an on-line learning management system for Division III head coaches. The Councils approved this concept in October. The Division III rollout would be limited in scope with its initial launch anticipated for January 2019. It would include modules on: (1) NCAA and Division III; (2) Student-athlete health and well-being and (3) Compliance. Since these modules currently exist, there is no additional cost for content development. However, for the membership to access the modules there is a one-time licensing fee of two to three dollars per user.

Staff anticipates the Interpretations and Legislative Committee requesting new compliance modules, including the budget impact, and forwarding those to the SPFC for consideration in the next budget cycle (2019-2021).

- (4) Estimated budget impact. Reallocate approximately \$20,000 to \$30,000 to fund licenses for 10,000 staff (e.g., head coaches, athletics directors, senior woman administrators and commissioners) at two to three dollars per license.
- (5) Estimated student-athlete impact. None.

### **INFORMATIONAL ITEMS.**

1. **Report from the June 11, 2018, teleconference.** The committee approved the report from its June 11, 2018, teleconference.
2. **Budget.** The committee reviewed the 2017-18 final budget, the 2018-19 budget-to-actual report as of October 31, 2018, and the future budget model. The 2017-18 final budget reflects a \$815,000 overage in championships and a surplus of \$244,000 in nonchampionships. The overall deficit of \$625,000 will be covered by the surplus above and beyond the mandated reserve (approximately \$13 million).
3. **Division III Conference Grant Program.**
  - a. 2017-18 Conference Grant Spending Summary. During 2017-18, a total of \$2,791,532 was distributed to 43 conferences plus the Association of Division III Independents. The amount each conference received ranged from \$33,972 to \$97,522 with an average distribution of \$63,444. The conference distribution amount is annually calculated with a formula that utilizes the number of member schools within each conference.
  - b. Failure to Meet Grant Requirements. During the review of the impact forms, seven conferences did not properly use grant funds, based on the established conference grant policies and procedures. The subcommittee reviewed these findings and issued a warning letter regarding the following concerns:

(1) American Collegiate Athletic Association (ACAA).

Issue One: Tier One – SAAC. The submitted report indicated that the conference did not have any spending in the SAAC allocation. This is an annual requirement of Tier One.

Issue Two: Tier One – SWA. The submitted report indicated that the conference did not have any spending in the SWA allocation. This is an annual requirement of Tier One.

Corrective Action: Because of these findings and the difficulty in rectifying the initial reporting with the conference's provided explanation, the subcommittee asked the staff to issue a warning letter. In its discussion, the subcommittee noted the commissioner's explanation for these identified shortfalls. In addition to the warning letter, the American Collegiate Athletic Association has been selected for a level two assessment review for the 2017-18 reporting period.

(2) College Conference of Illinois and Wisconsin (CCIW).

Issue: Tier One – SAAC. The subcommittee identified that the conference's use of grant funds in the area of Student-Athlete Advisory Committee enhancements under grant Tier One was not in alignment with the policies and procedures approved for the Conference Grant Program. Specifically, the policies require that a minimum of \$200 per institution be spent. In the CCIW's case, the conference spent \$1,431 dollars toward SAAC enhancements but was required to spend a minimum of \$1,800.

Corrective Action: Because of this finding, the subcommittee asked the staff to issue a warning letter. While issuing a warning memo, the subcommittee also recognized the conference's explanation for this shortfall.

(3) Landmark Conference.

Issue: Tier One – Faculty Athletics Representative (FAR). The subcommittee identified that the conference did no report any spending within the allocation for FAR professional development under grant Tier One and was therefore not in alignment with the policies and procedures approved for the Conference Grant program.

Corrective Action: Because of this finding, the subcommittee asked the staff to issue a warning letter. While issuing a warning memo, the subcommittee also recognized the conference's explanation for this shortfall.

(4) Little East Conference.

Issue: Tier One – Faculty Athletics Representative (FAR). The subcommittee identified that the conference did not report any spending within the allocation for FAR professional development under grant Tier One and was therefore not in alignment with the policies and procedures approved for the Conference Grant program.

Corrective Action: Because of this finding, the subcommittee asked the staff to issue a warning letter. While issuing a warning memo, the subcommittee also recognized the conference's explanation for this shortfall.

(5) Midwest Conference.

Issue: Tier One – Campus Sports Information Director (SID). The subcommittee identified that the conference's use of grant funds in the area of professional development for campus sports information directors was not in alignment with the policies and procedures approved for the Conference Grant program. Specifically, the conference did not have at least \$1,000 in spending for the campus SID allocation.

Corrective Action: Because of this finding, the subcommittee asked the staff to issue a warning letter. While issuing a warning memo, the subcommittee also recognized the conference's explanation for this shortfall.

(6) Skyline Conference.

Issue One: Tier One – per policies, conference-based programming is only allowed once every three years within Tier One. The submitted report indicated that conference-based expenses (noted as conference calls) are being claimed for SIDs, FARs, SWAs and compliance within Tier One.

Issue Two: The reported amounts were rounded for many generic descriptions which could represent an overall accounting concern.

Corrective Actions: Because of these findings, the subcommittee asked the staff to issue a warning letter. In its discussion, the subcommittee noted the commissioner's explanation for these identified shortfalls. In addition to the warning letter, the Skyline Conference has been selected for a level two assessment review for the 2017-18 reporting period.

(7) Wisconsin Intercollegiate Athletics Association (WIAC).

Issue: Tier One – Faculty Athletics Representative (FAR). The subcommittee identified that the conference did not report any spending within the allocation

for FARs professional development under grant Tier One and was therefore not in alignment with the policies and procedures approved for the Conference Grant Program.

Corrective Action: Because of this finding, the subcommittee asked the staff to issue a warning letter. While issuing a warning memo, the subcommittee also recognized the conference's explanation for this shortfall and recognized the years of success the conference has had in funding this area.

- c. Clarification on unused Funds Policy. The committee approved the following policy clarification on unused funds in excess of \$1,000, noting it will be added to the Strategic Initiatives Conference Grant Program Policies and Procedures.

*A conference may retain unused funds in excess of \$1,000 (beyond \$301 in any single tier) provided that the conference submits a detailed plan regarding how the excess funds will be used and the Conference Grant Review Subcommittee approves the plan. Any funds beyond \$1,000 unspent at the end of the subsequent year will need to be returned to the NCAA.*

- d. Increased Flexibility with Tier One Nonattendance Issues. The committee approved the following policy clarification in regard to the minimum spending requirements of Tier One not met within a particular constituency area, noting it will be added to the Strategic Initiatives Conference Grant Program Policies and Procedures.

*If prior written notification of nonattendance by a planned Tier One professional development grant recipient, is provided to the conference grant administrator, the Conference Grant Review Subcommittee will allow a one-year rollover of those unused funds without penalty. The notification of nonattendance must include a plan for usage of the funds for the subsequent year within the same constituency area.*

- e. Policies Related to Increases in Tier One and Tier Three Funding. The committee noted the subcommittee's review of policies related to the recent annual increase of each conference's allocation (\$1,000 for athletics trainers in Tier One and \$3,500 for officiating enhancements in Tier Three). The staff noted that because the increased funds were earmarked for specific strategic initiatives when the funding was approved by the SPFC, the dollars should be spent in those designated areas annually, with \$1,000 minimum for athletics trainers in Tier One and a \$3,500 minimum for officiating enhancements in Tier Three.

- f. Review of Division III Commissioner's Association (DIIICA) Proposal Related to Tier Three Officiating Expenses. The committee noted the subcommittee reviewed a proposal submitted on behalf of the DIIICA requesting that commissioners be permitted to collectively pool Tier Three officiating improvement funds toward a larger strategic effort in 2018-19. The DIIICA hopes to put the pooled funding toward a national review of the state of officiating in Division III. The money would be

allocated toward hiring a consultant(s) to assist in an assessment of the current state of officiating and provide a strategic plan on how to move forward as a division and jointly with Divisions I, II and the national office. [Note: This issue will be discussed during the committee's March in-person meeting.]

#### **4. Division III Initiatives – Budget Impact.**

- a. 2018 New FAR Orientation. The committee received an update on the new FAR Orientation, noting this program will be held every other year.
- b. International Ice Hockey Pilot. The committee received an update on the ice hockey pilot. Due to staff's underestimate of the number of first year international players, the pilot will cost more than the budget of \$10,000. Staff anticipates an overage of approximately \$18,000. Staff will send a survey in March to all ice hockey institutions and commissioners to evaluate the pilot program and seek feedback on next steps.
- c. 2019 Athletics Direct Report (ADR) Institute. The committee received an update on the ADR Institute noting approximately 34 will attend the Institute during the 2019 NCAA Convention.
- d. 2019 Student Immersion Program. The committee received an update on the Student Immersion Program noting 36 student-athletes will attend the program during the 2019 NCAA Convention.
- e. NADIII AA Summer Forum. The committee received a final summary showing the distribution of the \$75,000 funds to support the 2018 NADIII AA Summer Forum.

#### **5. Other Business.**

- a. College Basketball Reform. The committee received an update on the college basketball reform and the pending Association-wide vote at the 2019 NCAA Convention to add five independent members to the Board of Governors.
- b. Association-wide Strategic Plan. The committee received an update on the Association-wide Strategic Plan. During the October Council meetings, both the Management and Presidents Council met with Attain, the consultant developing the plan, to give their input. An Association-wide session will be held at the 2019 NCAA Convention. Staff anticipates the Board of Governors approving the new plan during its 2019 summer meeting.
- c. Staff thanked the outgoing members for their service.

6. **Future Meeting.** The Strategic Planning and Finance will hold its in-person meeting on Tuesday, March 5, from 8 a.m. to 2 p.m., at the NCAA national office.
7. **Adjournment.** The teleconference adjourned at 2:17 p.m.

*Committee Chair: Sue Henderson, New Jersey City University, New Jersey Athletic Conference.*

*Staff Liaisons: Louise McCleary, Division III Governance  
Dan Dutcher, Division III Governance  
Eric Hartung, Research  
Jay Jones, Division III Governance  
Jeff Myers, Academic and Membership Affairs  
Caryl West, Administrative*

<b>NCAA Division III Strategic Planning and Finance Committee November 13, 2018, teleconference</b>
<b>Attendees:</b>
Angela Baumann, Massachusetts State Collegiate Athletic Conference
Sean Cain, Adrian College, SAAC representative
Gail Cummings-Danson, Skidmore College
Bobby Davis, University of Scranton
Stuart Dorsey, Texas Lutheran University
Margaret Drugovich, Hartwick College
David Ellis, Becker College
Shantey Hill, St. Joseph's College (Long Island)
Rob Huntington, Heidelberg University
Dennis Shields, University of Wisconsin, Platteville
Bill Stiles, Alvernia University
Joe Walsh, Great Northeast Athletic Conference
<b>Absentees:</b>
Sue Henderson, New Jersey City University, chair
Kate Roy, North Atlantic Conference
<b>NCAA Staff Support in Attendance:</b>
Dan Dutcher, Jay Jones, Debbie Kresge, Louise McCleary, Jeff Myers and Caryl West
<b>Other NCAA Staff Members in Attendance:</b>
Brian Burnsed and Liz Suscha

**SUPPLEMENT NO. 03b**  
**DIII Mgmt Council 01/19**



**FY 2017 - 2018 DIII Budget to Actual (through 08/31/2018) and FY 2018 - 2019 DIII Budget to Actual (through 12/31/2018) unaudited**

	FY 2016 - 2017			FY 2017 - 2018			FY 2018 - 2019		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
<b>Revenue</b>									
DII/DIII Allocation-Based Revenue	\$32,276,861	\$29,695,153	\$2,581,708	\$31,421,951	\$31,155,829	\$266,122	\$3,965,190	\$32,237,370	(\$28,272,180)
Additional Revenue from Membership Dues Increase							\$530,200	\$519,000	\$11,200
Other Non-DII/DIII Revenue	\$77,485	\$0	\$77,485	\$76,135	\$46,250	\$29,885	\$0	\$0	\$0
<b>Revenue Total</b>	<b>\$32,354,346</b>	<b>\$29,695,153</b>	<b>\$2,659,193</b>	<b>\$31,498,086</b>	<b>\$31,202,079</b>	<b>\$296,007</b>	<b>\$4,495,390</b>	<b>\$32,756,370</b>	<b>(\$28,260,980)</b>
<b>Expenses</b>									
<b>Championship Expenses</b>									
Men's Championships									
DIII Men's Baseball	\$1,654,685	\$1,963,071	\$308,386	\$2,214,380	\$2,218,000	\$3,620	\$3,036	\$2,332,000	\$2,328,964
DIII Men's Basketball	\$1,136,845	\$1,039,241	(\$97,604)	\$1,284,977	\$1,142,000	(\$142,977)	\$9,430	\$1,169,000	\$1,159,570
DIII Men's Cross Country	\$550,629	\$560,320	\$9,691	\$595,832	\$576,500	(\$19,332)	\$479,715	\$592,350	\$112,635
DIII Men's Football	\$1,754,917	\$1,906,585	\$151,668	\$2,305,524	\$1,982,500	(\$323,024)	\$1,299,852	\$2,036,500	\$736,648
DIII Men's Golf	\$536,584	\$563,541	\$26,957	\$602,252	\$607,500	\$5,248	\$7,657	\$621,500	\$613,843
DIII Men's Ice Hockey	\$271,667	\$340,417	\$68,750	\$418,395	\$370,000	(\$48,395)	\$143	\$376,000	\$375,857
DIII Men's Lacrosse	\$600,594	\$480,824	(\$119,770)	\$666,333	\$622,000	(\$44,333)	(\$18,811)	\$634,000	\$652,811
DIII Men's Soccer	\$1,251,282	\$1,101,694	(\$149,588)	\$1,248,150	\$1,225,400	(\$22,750)	\$697,600	\$1,244,400	\$546,800
DIII Men's Swimming and Diving	\$636,166	\$531,072	(\$105,094)	\$598,095	\$619,000	\$20,905	\$14	\$629,000	\$628,986
DIII Men's Tennis	\$584,248	\$631,301	\$47,053	\$691,143	\$680,500	(\$10,643)	\$1,153	\$698,000	\$696,847
DIII Men's Track Indoor	\$515,085	\$625,267	\$110,182	\$774,526	\$682,500	(\$92,026)	\$6,657	\$836,850	\$830,193
DIII Men's Track Outdoor	\$809,508	\$795,214	(\$14,294)	\$922,434	\$907,500	(\$14,934)	\$1,258	\$921,250	\$919,992
DIII Men's Volleyball	\$186,131	\$180,281	(\$5,850)	\$277,130	\$235,000	(\$42,130)	\$971	\$315,000	\$314,029
DIII Men's Wrestling	\$387,882	\$391,535	\$3,653	\$434,908	\$440,500	\$5,592	\$246	\$451,500	\$451,254
<b>Total</b>	<b>\$10,876,223</b>	<b>\$11,110,363</b>	<b>\$234,140</b>	<b>\$13,034,080</b>	<b>\$12,308,900</b>	<b>(\$725,180)</b>	<b>\$2,488,921</b>	<b>\$12,857,350</b>	<b>\$10,368,429</b>
Women's Championships									
DIII Women's Basketball	\$1,062,826	\$1,350,348	\$287,522	\$1,202,747	\$1,231,000	\$28,253	\$1,291	\$1,253,000	\$1,251,709
DIII Women's Cross Country	\$581,093	\$581,323	\$230	\$595,000	\$597,000	\$2,000	\$483,130	\$614,150	\$131,020
DIII Women's Field Hockey	\$362,313	\$447,830	\$85,517	\$575,621	\$494,000	(\$81,621)	\$257,535	\$504,000	\$246,465
DIII Women's Golf	\$343,523	\$333,377	(\$10,146)	\$417,563	\$389,550	(\$28,013)	\$5,001	\$407,550	\$402,549
DIII Women's Ice Hockey	\$316,469	\$296,004	(\$20,465)	\$219,181	\$271,000	\$51,819	\$137	\$314,000	\$313,863
DIII Women's Lacrosse	\$759,179	\$746,444	(\$12,735)	\$914,629	\$834,000	(\$80,629)	\$1,523	\$851,000	\$849,477
DIII Women's Rowing	\$210,989	\$317,709	\$106,720	\$345,238	\$413,000	\$67,762	\$598	\$427,000	\$426,402
DIII Women's Soccer	\$1,146,681	\$1,263,436	\$116,755	\$1,219,224	\$1,305,000	\$85,776	\$755,376	\$1,327,000	\$571,624
DIII Women's Softball	\$1,349,031	\$1,453,315	\$104,284	\$1,776,627	\$1,563,000	(\$213,627)	\$583	\$1,597,000	\$1,596,417
DIII Women's Swimming and Diving	\$535,043	\$543,662	\$8,619	\$639,708	\$683,000	\$43,292	\$0	\$695,000	\$695,000
DIII Women's Tennis	\$628,389	\$664,143	\$35,754	\$695,575	\$720,500	\$24,925	\$648	\$740,000	\$739,352
DIII Women's Track Indoor	\$482,769	\$626,450	\$143,681	\$701,113	\$649,500	(\$51,613)	\$1,317	\$766,150	\$764,833
DIII Women's Track Outdoor	\$762,570	\$823,161	\$60,591	\$922,958	\$915,500	(\$7,458)	\$1,261	\$945,750	\$944,489
DIII Women's Volleyball	\$913,876	\$1,031,544	\$117,668	\$1,096,389	\$1,127,500	\$31,111	\$668,535	\$1,153,500	\$484,965
<b>Total</b>	<b>\$9,454,752</b>	<b>\$10,478,746</b>	<b>\$1,023,994</b>	<b>\$11,321,573</b>	<b>\$11,193,550</b>	<b>(\$128,023)</b>	<b>\$2,176,933</b>	<b>\$11,595,100</b>	<b>\$9,418,167</b>
Championship Expenses	\$20,330,975	\$21,589,109	\$1,258,134	\$24,355,653	\$23,502,450	(\$853,203)	\$4,665,854	\$24,452,450	\$19,786,596
Overhead Allocation	\$374,000	\$343,000	(\$31,000)	\$410,000	\$428,000	\$18,000	\$140,667	\$422,000	\$281,333
<b>Total Championship Expense</b>	<b>\$20,704,975</b>	<b>\$21,932,109</b>	<b>\$1,227,134</b>	<b>\$24,765,653</b>	<b>\$23,930,450</b>	<b>(\$835,203)</b>	<b>\$4,806,520</b>	<b>\$24,874,450</b>	<b>\$20,067,930</b>



<b>Non-Championship Expenses</b>									
Conference Grants	\$2,537,821	\$2,541,000	\$3,179	\$2,791,532	\$2,795,100	\$3,568	\$3,042,605	\$3,042,600	(\$5)
Intern Program	\$1,088,724	\$1,130,000	\$41,276	\$1,089,884	\$1,130,000	\$40,116	\$1,142,574	\$1,209,920	\$67,346
Strategic Alliance Matching Grant	\$608,420	\$708,600	\$100,180	\$589,725	\$708,600	\$118,875	\$624,030	\$708,600	\$84,570
Leadership Conference	\$344,949	\$365,000	\$20,051	\$366,642	\$365,000	(\$1,642)	\$15,330	\$365,000	\$349,670
Identity Initiative	\$342,743	\$360,000	\$17,257	\$312,697	\$300,000	(\$12,697)	\$108,344	\$300,000	\$191,656
Diversity Initiatives	\$284,742	\$231,000	(\$53,742)	\$255,519	\$250,000	(\$5,519)	\$68,533	\$250,000	\$181,467
Sportsmanship	\$523,325	\$50,000	(\$473,325)	\$228,694	\$250,000	\$21,306	\$75,616	\$250,000	\$174,384
360 Proof	\$124,744	\$176,000	\$51,256	\$111,264	\$125,000	\$13,736	\$39,351	\$125,000	\$85,649
Coaches and Administrators Diversity							\$0	\$100,000	\$100,000
Leadership Development Initiatives DiSC	\$80,000	\$80,000	\$0	\$86,662	\$80,000	(\$6,662)	\$54,720	\$100,000	\$45,280
LGBTQ							\$66,933	\$100,000	\$33,067
ADR Institute	\$93,769	\$107,500	\$13,732	\$80,877	\$90,000	\$9,123	\$16,208	\$90,000	\$73,792
SAAC April and Associate Member Meetings	\$15,716	\$15,000	(\$716)	\$16,039	\$25,000	\$8,961	\$6,300	\$90,000	\$83,700
FAR Orientation/Institute	\$91,882	\$86,500	(\$5,382)	\$58,850	\$85,000	\$26,150	\$18,808	\$85,000	\$66,192
AD and Commissioner Orientation	\$71,942	\$60,000	(\$11,942)	\$78,886	\$85,000	\$6,114	\$1,500	\$85,000	\$83,500
Athletics Administrator Partnership (NADIIIAA)	\$52,023	\$52,000	(\$23)	\$75,000	\$75,000	\$0	\$0	\$75,000	\$75,000
Injury Surveillance and Testing							\$0	\$74,500	\$74,500
NCAA Annual Convention	\$37,443	\$70,000	\$32,557	\$72,485	\$70,000	(\$2,485)	\$18	\$70,000	\$69,982
Membership Learning Management							\$9,875	\$55,000	\$45,125
Academic All-America Program (Co-SIDA)	\$39,500	\$44,000	\$4,500	\$39,500	\$44,000	\$4,500	\$39,500	\$44,000	\$4,500
Insurance	\$48,460	\$41,000	(\$7,460)	\$40,960	\$41,000	\$40	\$40,960	\$41,000	\$40
Special Olympics	\$38,847	\$35,000	(\$3,847)	\$38,341	\$35,000	(\$3,341)	\$1,000	\$35,000	\$34,000
Academic Reporting Honorarium	\$24,994	\$25,000	\$7	\$35,262	\$35,000	(\$262)	\$34,996	\$35,000	\$4
Women Leaders in College Sports	\$28,000	\$28,000	\$0	\$30,000	\$30,000	\$0	\$478	\$30,000	\$29,522
Working Groups	\$16,301	\$16,000	(\$301)	\$14,565	\$35,000	\$20,435	\$5,056	\$20,000	\$14,944
Conference Commissioner Meetings	\$16,237	\$20,000	\$3,763	\$10,497	\$20,000	\$9,503	\$0	\$20,000	\$20,000
NADIIIAA and Commissioner Mtg	\$9,594	\$10,000	\$406	\$19,711	\$10,000	(\$9,711)	\$1,769	\$10,000	\$8,231
Administrative - Misc	\$145	\$4,000	\$3,855	\$49,303	\$85,300	\$35,997	\$150	\$15,380	\$15,230
CoSIDA DIII Day				\$22,537	\$0	(\$22,537)	\$150	\$15,000	\$14,850
Staff Professional Development							\$6,098	\$7,000	\$902
Exploratory/Provisional Membership				\$9,442	\$0	(\$9,442)	\$2,254	\$0	(\$2,254)
Non-Championship Expenses	<b>\$6,520,320</b>	<b>\$6,255,600</b>	<b>(\$264,720)</b>	<b>\$6,524,876</b>	<b>\$6,769,000</b>	<b>\$244,124</b>	<b>\$5,423,156</b>	<b>\$7,448,000</b>	<b>\$2,024,844</b>
Overhead Allocation	\$944,000	\$1,054,000	\$110,000	\$1,031,000	\$1,128,000	\$97,000	\$354,000	\$1,062,000	\$708,000
<b>Total Non-Championship Expense</b>	<b>\$7,464,320</b>	<b>\$7,309,600</b>	<b>(\$154,720)</b>	<b>\$7,555,876</b>	<b>\$7,897,000</b>	<b>\$341,124</b>	<b>\$5,777,156</b>	<b>\$8,510,000</b>	<b>\$2,732,844</b>

<b>Total Division III Expenses</b>	<b>\$28,169,295</b>	<b>\$29,241,709</b>	<b>\$1,072,414</b>	<b>\$32,321,528</b>	<b>\$31,827,450</b>	<b>(\$494,078)</b>	<b>\$10,583,676</b>	<b>\$33,384,450</b>	<b>\$22,800,774</b>
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Surplus (Deficit)	\$4,185,051	\$453,444
Add: Prior Year Reserve Balance	\$25,819,680	\$25,819,680
Estimated Reserve Balance	\$30,004,731	\$26,273,124

(\$823,442)	(\$625,371)
\$30,004,731	\$30,004,731
\$29,181,289	\$29,379,360

(\$6,088,286)	(\$628,080)
\$29,181,289	\$29,181,289
\$23,093,003	\$28,553,209

Description DII and DIII Budget to Actual

Criteria All values exclude Period Type Name of "Closing" and Data Source of "OracleOverlap"

Last 10/04/2018 (jjay);

Parameters **Fiscal Year:** FY 2017 - 2018; **Fiscal Month Ending:** 08/31/2018; **Division:** Division III; **Additional Years of History:** 1; **Order Lower Levels by:** Budget Amount;

DIII Future Projections

Assumptions:

- Game Operations increases by X% each fiscal year based on FY2009-10 thru FY2015-16 average increases. Actual growth rate is 4.6%
- Committee expenses increase by X% each fiscal year based on FY2011-12 thru FY2015-16 average increases. Actual growth rate is -2.1%
- Team Transportation increases by X% each fiscal year based on cost per traveler analysis for FY2008-09 thru FY2016-17.
- Maintain 75%/25% ratio of championships to non-championships spending thru 2024 with draw on reserve to cover certain champs and non-championships enhancements over the same period.

3.00%

[DIII Champs Assumption Analysis 16-17](#)

0.00%

[DIII Champs Assumption Analysis 16-17](#)

Presentation to CFO on Travel Models by division

3.75%

The National Collegiate Athletic Association

Division III Budget Projections

	2017-18 Actual	2018-19 Budget	2019-20 Projection	2020-21 Projection	2021-22 Projection	2022-23 Projection	2023-24 Projection
<b>Revenue:</b>							
Division III 3.18% Revenue Allocation	\$ 31,431,970	\$ 32,237,370	\$ 33,012,370	\$ 33,789,370	\$ 34,472,370	\$ 34,617,370	\$ 34,668,370
Draw from DIII Reserve							
Additional Revenue from Membership Dues Increase	\$ -	\$ 519,000	\$ 519,000	\$ 519,000	\$ 519,000	\$ 519,000	\$ 519,000
Division III Other Revenue	76,135	-	-	-	-	-	-
<b>Total Revenue</b>	<b>\$ 31,508,105</b>	<b>\$ 32,756,370</b>	<b>\$ 33,531,370</b>	<b>\$ 34,308,370</b>	<b>\$ 34,991,370</b>	<b>\$ 35,136,370</b>	<b>\$ 35,187,370</b>
Projected Revenue Increase	-2.6%	2.6%	2.4%	2.4%	2.0%	0.4%	0.1%
<b>Expenses:</b>							
Championships Game Operations	4,528,254	4,777,150	4,920,465	5,068,078	5,220,121	5,376,724	5,538,026
Championships Committee	347,580	401,400	401,400	401,400	401,400	401,400	401,400
Championships Team Transportation	10,666,519	10,240,000	10,624,000	11,022,400	11,435,740	11,864,580	12,309,502
Championships Per Diem	7,014,220	7,207,200	7,207,200	7,636,200	7,636,200	7,636,200	7,636,200
Championships Overhead Allocation <sup>4</sup>	410,000	422,000	435,000	448,000	461,000	475,000	489,000
<i>Total Championship Expenses</i>	<b>22,966,573</b>	<b>23,047,750</b>	<b>23,588,065</b>	<b>24,576,078</b>	<b>25,154,461</b>	<b>25,753,905</b>	<b>26,374,128</b>
Non-Championships Base Budget	6,458,872	6,929,000	7,149,000	7,320,000	7,457,000	7,458,000	7,435,000
Non-Championships Initiatives	-	-	-	-	-	-	-
Non-Championships Overhead Allocation <sup>4</sup>	1,031,000	1,062,000	1,094,000	1,127,000	1,161,000	1,196,000	1,232,000
<i>Total Non-Championship Expenses</i>	<b>7,489,872</b>	<b>7,991,000</b>	<b>8,243,000</b>	<b>8,447,000</b>	<b>8,618,000</b>	<b>8,654,000</b>	<b>8,667,000</b>
<b>Total Division III Expenses (before supplemental spending)</b>	<b>\$ 30,456,445</b>	<b>\$ 31,038,750</b>	<b>\$ 31,831,065</b>	<b>\$ 33,023,078</b>	<b>\$ 33,772,461</b>	<b>\$ 34,407,905</b>	<b>\$ 35,041,128</b>
<b>Net Change in Fund Balance (before supplemental spending)</b>	<b>\$ 1,051,660</b>	<b>\$ 1,717,620</b>	<b>\$ 1,700,306</b>	<b>\$ 1,285,292</b>	<b>\$ 1,218,909</b>	<b>\$ 728,465</b>	<b>\$ 146,242</b>
<b>Supplemental items:</b>							
Local ground transportation for individual sports	580,426	602,000	625,000	648,000	672,000	697,000	723,000
Local ground transportation for team sports	493,864	512,000	531,000	551,000	572,000	593,000	615,000
Increase in travel party size for team sports	705,528	712,700	720,700	756,000	764,000	772,000	781,000
Supplemental Championships Spending from reserve <sup>2</sup>	1,779,818	1,826,700	1,876,700	1,955,000	2,008,000	2,062,000	2,119,000
Supplemental Non-Championships Spending from reserve	66,000	519,000	519,000	519,000	519,000	519,000	519,000
<i>Total Supplemental Spending</i>	<b>1,845,818</b>	<b>2,345,700</b>	<b>2,395,700</b>	<b>2,474,000</b>	<b>2,527,000</b>	<b>2,581,000</b>	<b>2,638,000</b>
Division III Membership Dues Credit	-	-	-	-	-	-	-
<b>Total Division III Expenses (after supplemental spending)</b>	<b>\$ 32,302,263</b>	<b>\$ 33,384,450</b>	<b>\$ 34,226,765</b>	<b>\$ 35,497,078</b>	<b>\$ 36,299,461</b>	<b>\$ 36,988,905</b>	<b>\$ 37,679,128</b>
<b>Net Change in Fund Balance (after supplemental spending)</b>	<b>\$ (794,158)</b>	<b>\$ (628,080)</b>	<b>\$ (695,395)</b>	<b>\$ (1,188,708)</b>	<b>\$ (1,308,091)</b>	<b>\$ (1,852,535)</b>	<b>\$ (2,491,758)</b>
Projected Expense Increase	14.7%	3.4%	2.5%	3.7%	2.3%	1.9%	1.9%
Beginning Fund Balance (Projected Reserve and Unallocated Funds)	\$ 30,004,731	\$ 29,210,573	\$ 28,582,493	\$ 27,887,099	\$ 26,698,391	\$ 25,390,300	\$ 23,537,765
Less:							
Net Change in Fund Balance	(794,158)	(628,080)	(695,395)	(1,188,708)	(1,308,091)	(1,852,535)	(2,491,758)
Ending Fund Balance (Projected Reserve and Unallocated Funds)	\$ 29,210,573	\$ 28,582,493	\$ 27,887,099	\$ 26,698,391	\$ 25,390,300	\$ 23,537,765	\$ 21,046,007
Fund Balance	\$ 29,210,573	\$ 28,582,493	\$ 27,887,099	\$ 26,698,391	\$ 25,390,300	\$ 23,537,765	\$ 21,046,007
Less allocated funding:							
Championship Contingency (Note 4)	-	-	-	-	-	-	-
Encumbered for future year programs	-	-	-	-	-	-	-
Available Fund Balance	\$ 29,210,573	\$ 28,582,493	\$ 27,887,099	\$ 26,698,391	\$ 25,390,300	\$ 23,537,765	\$ 21,046,007
Event Cancellation Insurance Policy	-	-	-	-	-	-	-
<i>Total Reserve Funding Available</i>	<b>\$ 29,210,573</b>	<b>\$ 28,582,493</b>	<b>\$ 27,887,099</b>	<b>\$ 26,698,391</b>	<b>\$ 25,390,300</b>	<b>\$ 23,537,765</b>	<b>\$ 21,046,007</b>
Mandated Reserve <sup>1</sup>	(15,715,985)	(16,118,685)	(16,506,185)	(16,894,685)	(17,236,185)	(17,308,685)	(17,334,185)
<b>Cash available in excess of reserve policy</b>	<b>\$ 13,494,588</b>	<b>\$ 12,463,808</b>	<b>\$ 11,380,914</b>	<b>\$ 9,803,706</b>	<b>\$ 8,154,115</b>	<b>\$ 6,229,080</b>	<b>\$ 3,711,822</b>

Notes:

- <sup>1</sup> Mandated reserve is 50% of the annual DIII revenue allocation in cash beginning in fiscal year 2017-18. The division also holds a separate event cancellation insurance policy with a \$5M limit.
- <sup>2</sup> Supplemental championships spending is earmarked for individual/team local ground transportation and returning travel party sizes to 2013-14 levels. This supplemental spending would be evaluated first for elimination in the event of an operating deficit.
- <sup>3</sup> Amount includes inflationary increase from prior year amount (light blue highlight).
- <sup>4</sup> All amounts for 2017-18 are unaudited amounts. Overhead estimates were updated September 2018 based on current information.

Annual TO SOLVE value for Championships	425,382	9,790	(401,625)	(870,871)
Change in Annual TO SOLVE value	(374,444)	(415,592)	(411,415)	(469,246)
Cumulative Impact on Cash Reserve if not resolved	3,056,807	3,066,597	2,664,972	1,794,101
Percentage DIII Spend - Championships	75%	74%	74%	74%
Percentage DIII Spend - Non-Championships	25%	26%	26%	26%



REPORT OF THE  
NCAA DIVISION III MANAGEMENT COUNCIL  
SUBCOMMITTEE FOR LEGISLATIVE RELIEF  
NOVEMBER 1, 2018, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Review of Subcommittee Guidelines.** During its direct review of a Division III institution's legislative relief waiver, the subcommittee discussed the graduate/postbaccalaureate eligibility directive for compelling and exemplary academic success related to transfer students who did not attend a Division III institution. The directive requires: (1) the student-athlete graduate with an undergraduate degree ahead of schedule (i.e., less than four academic years); (2) the student-athlete has no "breaks" (e.g., part-time) in enrollment for no reasons beyond the student's control; and (3) the student-athlete possesses a minimum 3.000 cumulative grade-point average. The subcommittee recognized that many strong academic programs make early graduation difficult. Consequently, the subcommittee recommended the Management Council revisit the early-graduation criterion of the directive.
2. **Adjournment.** The subcommittee adjourned at 1:58 p.m. Eastern time.

*Committee Chair: Stevie Baker-Watson, DePauw University; North Coast Athletic Conference*

*Staff Liaisons: Corey Berg, Academic and Membership Affairs*

*Kaitlyn Purcell, Academic and Membership Affairs*

NCAA Division III Management Council Subcommittee for Legislative Relief November 1, 2018, Teleconference	
<b>Attendees:</b>	
Stevie Baker-Watson, DePauw University	
Lori Mazza, Western Connecticut State University	
Katherine M. Roy, North Atlantic Conference.	
Karen Thompson-Wolfe, Westminster College	
Denise Udelhofen, Loras College	
<b>Absentees:</b>	
Jason Fein, Bates College	
<b>NCAA Staff Support in Attendance:</b>	
Corey Berg and Kaitlyn Purcell.	
<b>Other NCAA Staff Members in Attendance:</b>	
Jeff Myers and Shannon Blevins.	



REPORT OF THE  
NCAA DIVISION III CHAMPIONSHIPS COMMITTEE  
NOVEMBER 14, 2018, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Management Council/Presidents Council Update.** Shantey Hill provided an update on items addressed during the October Division III Management and Presidents Council meetings, including: 1) a review of legislation for the 2019 NCAA Convention, particularly proposals that would affect championships, a proposal that would require Division III institutions to report graduation rates, and the Association-wide vote regarding the proposed revision of the NCAA Board of Governors composition; 2) support for the Championships Committee's recommendation to conduct the Division III Men's and Women's Basketball Championships in conjunction with the Division I Men's and Women's Final Fours, respectively, once each in the next five years; 3) acknowledgement that toolkits developed by the LGBTQ working group that include a nondiscrimination policy guide have been distributed to all Division III institutions; 4) review of the pilot program regarding Eligibility Center registration for Division III prospects and student-athletes in ice hockey; 5) review of issues and initiatives from the Sport Science Institute; and 6) exploration of an online education system similar to the Division II University platform launched in May 2018.

2. **Sport Committee Reports.**

- a. **Men's basketball.** The committee approved that the following 43 conferences receive automatic qualification to the 2019 Division III Men's Basketball Championship: Allegheny Mountain Collegiate Conference; American Rivers Conference; American Southwest Conference; Capital Athletic Conference; Centennial Conference; City University of New York Athletic Conference; College Conference of Illinois and Wisconsin; Colonial States Athletic Conference; Commonwealth Coast Conference; Empire 8; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Massachusetts State Collegiate Athletic Conference; Michigan Intercollegiate Athletic Conference; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Collegiate Conference; New England Small College Athletic Conference; New England Women's and Men's Athletic Conference; New Jersey Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; North Eastern Athletic Conference; Northern Athletics Collegiate Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents' Athletic Conference; Skyline Conference; Southern Athletic Association; Southern

California Intercollegiate Athletic Conference; Southern Collegiate Athletic Conference; St. Louis Intercollegiate Conference; State University of New York Athletic Conference; University Athletic Association; Upper Midwest Athletic Conference; USA South Athletic Conference; and Wisconsin Intercollegiate Athletic Conference.

- b. Women's golf.** The committee approved that the 2022 Division III Women's Golf Championships be held at Bay Oaks in Houston, hosted by the University of Mary Hardin-Baylor and the Harris County-Houston Sports Commission.
        - c. Women's rowing.** The committee approved that the following four conferences receive automatic qualification to the 2019 Division III Women's Rowing Championship: The Liberty League; Mid-Atlantic Rowing Conference; the New England Women's and Men's Athletic Conference; and the New England Small College Athletic Conference.
        - d. Men's and women's tennis.** Championships Committee members approved the Men's and Women's Tennis Committees' request to survey head coaches, athletics administrators and conference commissioners about potential changes to the current competition format.
- 3. Bench Size Survey.** The committee reviewed and revised a draft survey to Division III athletics directors measuring interest in expanding the bench size to accommodate the average roster size in given team sports if the institution covers expenses for the additional bench personnel to attend the championship (any round of competition). Staff will incorporate revisions and provide an amended version for the committee's review at its December teleconference, with the goal of sending the survey in January and presenting results for the committee to consider at its February 5-6 meeting in Indianapolis.
- 4. Committee Appointments.** The committee approved the following sport and sport rules committee appointments:
  - Division III Women's Basketball Committee – Central region: Megan Wilson, head women's basketball coach/senior woman administrator, University of Wisconsin-Platteville.
  - Division III Women's Rowing Committee – Mid-Atlantic region: Andriel Doolittle, head women's rowing coach, Ohio Wesleyan University.
  - Division III Men's and Women's Track and Field and -Country Committee – Atlantic region: Mike Howard, director of athletics, Plattsburgh State University of New York.

*Committee Chair:*      *Bill Stiles, Alvernia University*  
*Staff Liaison:*        *Liz Turner Suscha, Championships and Alliances*

<b>Division III Championships Committee November 14, 2018, Teleconference</b>	
<b>Attendees:</b>	
Brad Bankston, Old Dominion Athletic Conference.	
Susan Fumagalli Mahoney, Gettysburg College.	
Shantey Hill, St. Joseph's College (Long Island).	
Julie Johnson, Ripon College.	
Bill Stiles, Alvernia University.	
Michael Vienna, Emory University.	
<b>Absentees:</b>	
Tim Fitzpatrick, United States Coast Guard Academy.	
Kiana Verdugo, Hamline University.	
<b>Guests in Attendance:</b>	
Gary Brown, NCAA Contractor.	
<b>NCAA Staff Support in Attendance:</b>	
Laura Klee, Championships and Alliances.	
Liz Turner Suscha, Championships and Alliances.	
<b>Other NCAA Staff Members in Attendance:</b>	
Louse McCleary, Division III Governance.	



**REPORT OF THE  
NCAA DIVISION III CHAMPIONSHIPS COMMITTEE  
DECEMBER 10, 2018, TELECONFERENCE**

**ACTION ITEMS.**

**1. Legislative Item.**

- **Women's lacrosse.**

- (1) Recommendation. Adopt non-controversial legislation to increase the composition of the women's lacrosse committee from five to seven. The additional committee members will represent each of the two new sport regions.
- (2) Effective date. 2019-20 academic year.
- (3) Rationale. With continued sponsorship growth to more than 290 programs, regional realignment with a corresponding increase to the committee composition would provide several improvements for the sport, including balance of teams among regions. Currently, the regions vary from as high as 70 programs to a low of 44. A seven-region alignment would most effectively serve the sport based on sport sponsorship and anticipated growth. The two new committee members would contribute to the work of the women's lacrosse committee and provide leadership and oversight as teams are evaluated and ranked in their respective regions.
- (3) Estimated budget impact. \$4,000 for two additional committee members (committee travel, per diem, etc.).
- (4) Student-athlete impact. The increase in the number of regions and committee members will improve the rankings and selections process and overall administration of the championship.

**2. Nonlegislative items.**

- **None.**

**INFORMATIONAL ITEMS.**

1. **Carnegie Mellon University Women's Cross Country – Penalty for Roster Substitution.** The championships committee reviewed a situation that occurred during the Division III Women's Cross-Country Championships in which a Carnegie Mellon student-athlete was not included on the championship roster due to a clerical error by the head coach. The student-athlete initially was held out of the championship race by the Division

III Men's and Women's Track and Field and Cross-Country Committee but upon appeal was subsequently allowed to compete. Upon reviewing whether a penalty should be levied, the championships committee agreed that the mistake fell more in line with "failure to adhere" policies since the clerical error neither gave Carnegie Mellon a competitive advantage nor affected any other team or individual in the field. Accordingly, the committee recommended that a Category B fine (\$400) within the failure-to-adhere penalty structure be issued to the institution.

2. **Joint championships for men's and women's basketball.** Committee members supported recommendations from the Division III Men's and Women's Basketball Committees to conduct their championships in conjunction with the Division I Men's and Women's Final Fours, respectively, for the dates and sites specified. The championships committee noted that because all three divisions are involved in this initiative, a joint announcement will be forthcoming in January regarding the specific year and site at which the events will be conducted.
3. **Regional alignment project update.** Brad Bankston updated the committee on a project that a working group within the Division III Commissioners Association has undertaken to evaluate potential regional alignment alternatives, particularly in light of increased sponsorship in several sports. The working group has communicated with each sport committee chair and staff liaison to discuss sport-specific concerns, some of which will be incorporated into the group's final report to the commissioners in January.

The championships committee noted that the Division III Women's Lacrosse Committee has already submitted a proposal to expand its alignment from five to seven regions, effective for the 2019 season. While that proposal comes with a modest budget impact (adding two regional representatives to the national committee), the championships committee thought it prudent to support the recommendation in advance of its budget-cycle deliberations in February due to the impact on institutional scheduling for the 2019 women's lacrosse season (see Legislative Action Item).

4. **Squad size, travel party size and bench limit increases for women's lacrosse.** The committee tabled a request from the Division III Women's Lacrosse Committee to increase squad size, travel party size and bench limit for the sport until its February meeting at which the committee will discuss requests for the budget next cycle. Additionally, the committee expects to have the results from its bench size survey at that time (see Informational Item No. 5).
5. **Bench size survey draft.** The committee reviewed and approved the survey that staff revised based on comments from the committee's November teleconference, as well as a reference document the committee asked staff to develop that defines bench size, squad size and travel party size and provides numbers accordingly. The committee approved that



the survey be distributed electronically on January 7 to all Division III directors of athletics. ADs will receive an email with the survey and a link to the reference document.

6. **Working group to review conference automatic qualification eligibility.** The committee continued deliberating potential members to serve on a working group that will explore establishing requirements for a conference to be eligible to earn automatic qualification to Division III championships.
7. **Other business.** The committee acknowledged the many contributions from outgoing members Shantey Hill and Julie Johnson and thanked them for their service and commitment to Division III.

*Committee Chair:* Bill Stiles, Alvernia University  
*Staff Liaison(s):* Liz Turner Suscha, Championships and Alliances

<b>Division III Championships Committee December 10, 2018, Teleconference</b>	
<b>Attendees:</b>	
Brad Bankston, Old Dominion Athletic Conference.	
Tim Fitzpatrick, United States Coast Guard Academy.	
Susan Fumagalli Mahoney, Gettysburg College.	
Shantey Hill, St. Joseph's College (Long Island).	
Julie Johnson, Ripon College.	
Bill Stiles, Alvernia University.	
Kiana Verdugo, Hamline University.	
<b>Absentees:</b>	
Michael Vienna, Emory University.	
<b>Guests in Attendance:</b>	
Gary Brown, NCAA Contractor.	
<b>NCAA Staff Support in Attendance:</b>	
Liz Turner Suscha, Championships and Alliances.	
<b>Other NCAA Staff Members in Attendance:</b>	
Kevin Alcox, Championships and Alliances.	
Jessica Jones, Championships and Alliances.	
Laura Klee, Championships and Alliances.	
Louise McCleary, Division III Governance.	
Jeff Myers, Academic and Membership Affairs.	



**REPORT OF THE**  
**NCAA DIVISION III FINANCIAL AID COMMITTEE**  
**NOVEMBER 12-13, 2018, MEETING**

**ACTION ITEMS.**

**1. Legislative items.**

- None.

**2. Nonlegislative items.**

- None.

**INFORMATIONAL ITEMS.**

**1. Review February Report.** The committee reviewed and approved the report from its February 12-13, 2018 meeting.

**2. Level I Reviews.** The committee reviewed 57 cases. During the deliberations, members of the committee recused themselves as necessary in accordance with NCAA and conflict of interest policy. On review, the committee took the following actions:

**a. Voted to take no action on the following 24 cases:**

- (1) 2005-1-03;
- (2) 2005-3-14;
- (3) 2006-1-24;
- (4) 2006-3-04;
- (5) 2007-1-05;
- (6) 2007-1-07;
- (7) 2007-3-01;
- (8) 2008-1-02;
- (9) 2008-1-08;
- (10) 2009-1-01;
- (11) 2010-1-01;
- (12) 2011-1-06;
- (13) 2011-1-07;
- (14) 2012-1-08;
- (15) 2014-1-03;
- (16) 2014-2-02;
- (17) 2016-1-03;
- (18) 2016-2-01;
- (19) 2017-1-07;
- (20) 2017-1-08;

- (21) 2018-1-03;
- (22) 2018-1-07;
- (23) 2018-1-08; and
- (24) 2018-1-10.

**b. Voted to take no action with the condition of a Level I review in the 2019 reporting cycle for case 2005-3-07.**

**c. Voted to forward the following 32 cases to Level II:**

- (1) 2005-1-02;
- (2) 2005-1-14;
- (3) 2005-2-12;
- (4) 2005-2-16;
- (5) 2005-3-13;
- (6) 2006-1-17;
- (7) 2006-1-23;
- (8) 2007-2-02;
- (9) 2008-1-04;
- (10) 2008-1-07;
- (11) 2008-2-01;
- (12) 2009-1-05;
- (13) 2009-2-01;
- (14) 2011-3-02;
- (15) 2011-3-04;
- (16) 2013-2-01;
- (17) 2013-4-01;
- (18) 2013-4-02;
- (19) 2013-4-03;
- (20) 2013-4-04;
- (21) 2014-2-03;
- (22) 2016-1-05;
- (23) 2016-1-07;
- (24) 2018-1-01;
- (25) 2018-1-02;
- (26) 2018-1-04;
- (27) 2018-1-05;
- (28) 2018-1-06;
- (29) 2018-1-09;
- (30) 2018-4-01;
- (31) 2018-4-02; and
- (32) 2018-4-03.

- 3. Review of the Division III Financial Aid Reporting Program Procedures.** The committee reviewed the financial aid cohort definition considering recent legislation permitting graduate students to participate in athletics when they transfer from a Division III member institution with athletics eligibility remaining. These transfer student-athletes do fit the definition for inclusion in the cohort and the committee identified the need to clarify the cohort definition in the User's Manual. The committee also identified the challenges related with reporting on these student-athletes noting the significant differences in financial aid awarding procedures for graduate students as compared to undergraduate students and, in turn, the difficulty of establishing a comparison group to assess compliance with Bylaw 15. Staff was instructed to develop a plan to create a parallel data collection system for Division III graduate transfer student-athletes to be launched with the opening of the 2019-2020 reporting cycle that begins in June 2019. The plan must include technical instructions for member institutions to submit the necessary data, a means to report on these student-athletes, guidelines for potential Level I and II reviews by the committee and a communication plan. The committee will review all aspects of the plan at the February meeting.
- 4. Review of Division III Financial Aid Interpretive Requests.** The committee reviewed a summary of interpretive requests received by the academic and membership affairs staff between February 1, 2018 and October 31, 2018. NCAA Bylaws 15.2.3.5 (Athletics Leadership, Ability, Participation or Performance) and 15.4.5 (Athletics Staff Involvement) were the most commonly cited within the requests. Staff was instructed to continue educational efforts related to Bylaw 15.2.3.5 noting the Financial Aid from Outside Sources Analysis online resource available to member institutions via [ncaa.org](http://ncaa.org). The committee also reviewed the January 7, 2013 Official Interpretation for Bylaw 15.4.5 for clarity and recommended edits of the current language. Staff liaisons for the committee and for the Division III Interpretations and Legislation Committee (ILC) will discuss the suggested edits and request review by ILC.
- 5. Review of Division III financial aid Bylaw 15.2.2.1.** The committee reviewed Division III Bylaw 15.2.2.1 (Exempted Government Grants) and determined updates were necessary. The financial aid professionals on the committee will engage in a thorough review of the bylaw and provide appropriate guidance for staff to revise it, if necessary. The committee will review the outcome of this work at the February meeting and determine next steps.

*Committee Chair:* Angel Mason, Pomona-Pitzer Colleges; Southern California Intercollegiate Athletic Conference

*Staff Liaisons:* Eric Hartung, Research  
Tiffany Alford, Academic and Membership Affairs

NCAA Division III Financial Aid Committee November 12-13, 2018, Meeting	
<b>Attendees:</b>	
Stephanie Alford, Goucher College	
Greg Carroll, Morrisville State College	
Richard Dunsworth, University of the Ozarks (Arkansas)	
Tina Hill, Virginia Wesleyan University	
Paula Lehrberger, Widener University	
Angel Mason, Pomona-Pitzer Colleges	
Todd Moravec, Plattsburgh State University of New York	
Ron Noborikawa, Pacific Lutheran University	
Charlyn Robert, Nichols College	
Larry Scheiderer, Denison University	
Kandis Schram, Maryville College	
Steve Taylor, Concordia University (WI)	
<b>Absentees:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Eric Hartung and Tiffany Alford.	
<b>Other NCAA Staff Members in Attendance:</b>	
Jeff Myers and Louise McCleary.	



**REPORT OF THE NCAA DIVISION III  
INTERPRETATIONS AND LEGISLATION COMMITTEE  
OCTOBER 18, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Review September report.** The NCAA Division III Interpretations and Legislation Committee reviewed and approved the report from its September 20-21 in-person meeting.
2. **2019 NCAA Convention question and answer guide.** The committee reviewed the 2019 NCAA Convention Division III Legislative Proposals Question and Answer guide and offered questions for NCAA staff to include.
3. **Future meetings.** The committee reviewed dates and times for upcoming meetings and teleconferences.
4. **Other business.** None.
5. **Adjournment.** The committee adjourned at 1 p.m. Eastern time.

*Committee Chair:* Chuck Brown, Pennsylvania State University Erie, the Behrend College  
*Staff Liaisons:* Jeff Myers, Academic and Membership Affairs  
Kaitlyn Purcell, Academic and Membership Affairs  
Bill Regan, Academic and Membership Affairs

NCAA Division III Interpretations and Legislation Committee October 18, 2018, Teleconference	
<b>Attendees:</b>	
Amy Backus, Case Western Reserve University.	
Chuck Brown, Pennsylvania State University Erie, the Behrend College.	
Jim Cranmer, St. Mary's College of Maryland.	
Jason Fein, Bates College.	
Parker Hammel, Wartburg College (student-athlete).	
Gregg Kaye, Commonwealth Coast Conference.	
Alexandra Littlefox, Mills College.	
Angela Morenz, Blackburn College.	
<b>Absentee:</b>	
None.	
<b>NCAA Staff Liaisons in Attendance:</b>	
Jeff Myers, Kaitlyn Purcell and Bill Regan.	
<b>Other NCAA Staff Members in Attendance:</b>	
Shannon Blevins and Louise McCleary.	



REPORT OF THE NCAA DIVISION III  
INTERPRETATIONS AND LEGISLATION COMMITTEE  
OCTOBER 30, 2018, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Review October report.** The NCAA Division III Interpretations and Legislation Committee reviewed and approved the report from its October 18 teleconference.
2. **2019 NCAA Convention question and answer guide.** The committee reviewed the 2019 NCAA Convention Division III Legislative Proposals Question and Answer guide and offered questions for NCAA staff to include.
3. **Future meetings.** The committee reviewed dates and times for upcoming meetings and teleconferences.
4. **Other business.** NCAA staff announced Angela Morenz as the newly elected committee chair.
5. **Adjournment.** The committee adjourned at 1:57 p.m. Eastern time.

*Committee Chair:* Chuck Brown, Pennsylvania State University Erie, the Behrend College  
*Staff Liaisons:* Jeff Myers, Academic and Membership Affairs  
Kaitlyn Purcell, Academic and Membership Affairs  
Bill Regan, Academic and Membership Affairs

NCAA Division III Interpretations and Legislation Committee October 30, 2018, Teleconference	
<b>Attendees:</b>	
Amy Backus, Case Western Reserve University.	
Chuck Brown, Pennsylvania State University Erie, the Behrend College.	
Jim Cranmer, St. Mary's College of Maryland.	
Jason Fein, Bates College.	
Parker Hammel, Wartburg College (student-athlete).	
Gregg Kaye, Commonwealth Coast Conference.	
Alexandra Littlefox, Mills College.	
Angela Morenz, Blackburn College.	
<b>Absentee:</b>	
None.	
<b>NCAA Staff Liaisons in Attendance:</b>	
Jeff Myers, Kaitlyn Purcell and Bill Regan.	
<b>Other NCAA Staff Members in Attendance:</b>	
Shannon Blevins and Louise McCleary.	



REPORT OF THE NCAA DIVISION III  
INTERPRETATIONS AND LEGISLATION COMMITTEE  
NOVEMBER 15, 2018, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Review October report.** The NCAA Division III Interpretations and Legislation Committee reviewed and approved the report from its October 30 teleconference.
2. **2019 NCAA Convention question and answer guide.** The committee reviewed and approved the 2019 NCAA Convention Division III Legislative Proposals Question and Answer guide.
3. **Future meetings.** The committee reviewed dates and times for upcoming meetings and teleconferences.
4. **Other business.** Parker Hammel discussed the national SAAC review of social media deregulation.
5. **Adjournment.** The committee adjourned at 12:27 p.m. Eastern time.

*Committee Chair:* Chuck Brown, Pennsylvania State University Erie, the Behrend College

*Staff Liaisons:* Jeff Myers, Academic and Membership Affairs  
Kaitlyn Purcell, Academic and Membership Affairs  
Bill Regan, Academic and Membership Affairs

NCAA Division III Interpretations and Legislation Committee November 15, 2018, Teleconference	
<b>Attendees:</b>	
Amy Backus, Case Western Reserve University.	
Chuck Brown, Pennsylvania State University Erie, the Behrend College.	
Jason Fein, Bates College.	
Parker Hammel, Wartburg College (student-athlete).	
Alexandra Littlefox, Mills College.	
Angela Morenz, Blackburn College.	
<b>Absentee:</b>	
Jim Cranmer, St. Mary's College of Maryland.	
Gregg Kaye, Commonwealth Coast Conference.	
<b>NCAA Staff Liaisons in Attendance:</b>	
Jeff Myers, Kaitlyn Purcell and Bill Regan.	
<b>Other NCAA Staff Members in Attendance:</b>	
None.	





REPORT OF THE  
NCAA DIVISION III STUDENT-ATHLETE ADVISORY COMMITTEE  
SEPTEMBER 30, 2018, VIDEOCONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and announcements.** The chair, Parker Hammel, commenced the videoconference at 9 p.m. Eastern time.
2. **Welcome three new members and 24 new Associate Members.** The committee welcomed the following new members, who were joining the committee for the first time, to the call:
  - a. Anthony Francois, men's volleyball at John Jay College of Criminal Justice;
  - b. Catherine Lanigan, field hockey and women's lacrosse at Juniata College; and
  - c. Jake Santellano, men's soccer at University of Wisconsin, Whitewater.
3. **Conference and Partner Conference Visits.** The committee reviewed the policies and procedures for conference and partner conference visits. Primary committee members were reminded that the NCAA pays the expenses related to attending the partner conference meeting. Committee members also discussed attendance at conference and partner conference meetings for the fall and encouraged attendance at both conference and partner conference meetings.
4. **Review of Proposed Legislation.** The committee reviewed and discussed all membership and governance-sponsored proposed legislation for the 2019 NCAA Convention. The committee discussed all seven pieces of proposed legislation that will be voted on during the Convention.

The committee will discuss the proposed legislation in more detail during its November in-person meeting, and take an official vote, but members were encouraged to stay current with the proposals. The committee was reminded to obtain feedback from conferences and partner conferences on the proposed legislation before the November in-person meeting. The committee will use an electronic survey to cast two votes – one for their conference and one for their partner conference – for each piece of legislation to reflect the voice of every conference.

6. **Future meetings dates.**
  - a. November 11-12, 2018; Indianapolis, primary committee members only.

- b. January 22-26, 2019; NCAA Convention, Orlando. Primary committee members will arrive Monday night, January 21, and depart Saturday afternoon, January 26. Associate committee members will arrive Tuesday night, January 22, and depart Saturday afternoon, January 26.
- c. April 13-14, 2019; Indianapolis, primary committee members only.

**7. Adjournment.** The videoconference was adjourned at 10:25 p.m.

*Committee Chair:* Parker Hammel, Wartburg College; American Rivers Conference.  
*Staff Liaisons:* Jay Jones, Division III Governance, primary staff liaison  
Brynna Barnhart, Enforcement  
Corey Berg, Academic and Membership Affairs

<b>Division III Student-Athlete Advisory Committee September 30, 2018, Videoconference</b>	
<b>Primary Members:</b>	
Ryan Booth, Norwich University, Great Northeast Athletic Conference.	
Madison Burns, Randolph-Macon College, Old Dominion Athletic Conference.	
Sean Cain, Adrian College, Michigan Intercollegiate Athletic Association.	
Fran Capaldi, Bethany College (West Virginia), Presidents' Athletic Conference.	
Zach Cook, College at Brockport, State University of New York, State University of New York Athletic Conference.	
Mika Costello, Willamette University, Northwest Conference.	
Annabelle Feist, Williams College, New England Small College Athletic Conference.	
Anthony Francois, John Jay College of Criminal Justice, City University of New York Athletic Conference.	
Cameron Gardner-Nicholson, Penn State University, Altoona, Allegheny Mountain Collegiate Conference.	
Matthew Gillette, Texas Lutheran University, Southern Collegiate Athletic Conference.	
Emily Goodwin, Massachusetts Maritime Academy, Massachusetts State Collegiate Athletic Conference.	
Mikayla Greenwood, Illinois College, Midwest Conference.	
Parker Hammel, Wartburg College, American Rivers Conference.	
Julia Higgins, The College of Wooster, North Coast Athletic Conference.	
Samantha Kastner, Notre Dame of Maryland University, Colonial States Athletic Conference.	
NJ Kim, Emory University, University Athletic Association.	
Catherine Lanigan, Juniata College, Landmark Conference.	
Kelsey Morrison, University of Valley Forge, American Collegiate Athletic Association.	
Colby Pepper, Covenant College, USA South Athletic Conference.	
Jake Santellano, University of Wisconsin, Whitewater, Wisconsin Intercollegiate Athletic Conference.	
Kiana Verdugo, Hamline University, Minnesota Intercollegiate Athletic Conference.	

<b>Associate Members:</b>
Ireland Clare Kennedy, Mount Holyoke College, New England Women's and Men's Athletic Conference.
Hannah Durst, Baldwin-Wallace University, Ohio Athletic Conference.
Charlotte Ellis, Crown College (Minnesota), Upper Midwest Athletic Conference.
Brady Jay Keller, Nebraska Wesleyan University, American Rivers Conference.
Grainne Kelly, Illinois Wesleyan University, College Conference of Illinois and Wisconsin.
JT Klopchic, Stevenson University, Middle Atlantic Conference.
Alyssa Leventer, St. Mary's College (Maryland), Capital Athletic Conference.
Michael Litz, Penn State University, Abington, North Eastern Athletic Conference.
Tyler Lozano, California Lutheran University, Southern California Intercollegiate Athletic Conference.
Annie MacMillan, Vassar College, Liberty League.
Mikala McCartney, Alfred University, Empire 8.
Michael McMahon, Becker College, New England Collegiate Conference.
McKenzie Maneggia, Eastern Connecticut State University, Little East Conference.
Christine Mayorga, Montclair State University, New Jersey Athletic Conference.
Arcel Ngoy, Western New England University, Commonwealth Coast Conference.
Megan Radosta, Berry College, Southern Athletic Association.
Sydney Rainey, Concordia University (Chicago), Northern Athletics Collegiate Conference.
Mason Rapp, Defiance College, Heartland Collegiate Athletic Conference.
Tyler Schubert, Franklin & Marshall College, Centennial Conference.
Isaiah Swann, University of Texas at Dallas, American Southwest Conference.
Mary Treuting, Marymount University, Atlantic East Conference.
<b>Not in Attendance:</b>
Gerard Bryant, John Jay College of Criminal Justice, City University of New York Athletic Conference.
Nicole Monick, Northern Vermont University-Johnson, North Atlantic Conference.
CJ Pakeltis, MacMurry College, St. Louis Intercollegiate Athletic Conference.
Denise Udelhofen, Loras College; American Rivers Conference.
<b>Guests in Attendance:</b>
None.
<b>NCAA Staff Liaisons in Attendance:</b>
Brynna Barnhart, Enforcement.
Jay Jones, Division III Governance.
Corey Berg, Academic and Membership Affairs
<b>Other NCAA Staff Members in Attendance:</b>
None



**REPORT OF THE  
NCAA DIVISION III STUDENT-ATHLETE ADVISORY COMMITTEE  
NOVEMBER 11-12, 2018, MEETING**

**ACTION ITEMS.**

**1. Legislative Items.**

- **None.**

**2. Nonlegislative Items.**

- **Revise all Division III Policies and Procedures to Gender-Neutral Language.**

Recommendation. Require all current and future Division III policies and procedures and communications be written (or rewritten) to contain only gender-neutral language.

Rationale. In an effort to be inclusive of all student-athletes and following what many member institutions have already done with campus documentation, Division III should update its language to avoid gender binary terminology.

**INFORMATIONAL ITEMS.**

**1. Administrative items.**

- Roster. The committee reviewed and made corrections to its official roster.
- September videoconference report. The committee approved its September 2018, videoconference report.
- Policies and procedures. The committee reviewed its policies and procedures and voted to amend the service requirements for the executive board with the following changes: (1) To be elected to the chair or Management Council representative roles, the committee member must have served at least one year on the committee; and (2) To be elected to either the vice chair or communications director roles, the committee member must have served for at least two meetings. They also shall be elected by SAAC for a one-year renewable term with a maximum of two years in the position. The committee also approved the addition of policies and procedures related to the SAAC associate members.
- Expectations of SAAC members. The committee reviewed its policies regarding expectations for SAAC members. It was noted that these expectations are now incorporated into the policies and procedures.

- e. Associate member overview. The committee reviewed the associate member overview document. The committee discussed drafting basic guidelines, such as a standard of communication, that each pairing of members could initially use before establishing a personalized plan that works best for the two conferences.
  - f. Roberts Rules of Order. The committee reviewed a resource on Roberts Rules of Order for use during the meeting.
  - g. Elections. The committee held elections for its executive committee for 2019-2020. The following individuals were elected and will assume their duties after the 2019 NCAA Convention:
    - (1) Chair: Madison Burns, women's soccer student-athlete at Randolph-Macon College.
    - (2) Management Council representative: Samantha Kastner, field hockey and softball student-athlete at Notre Dame of Maryland University.
    - (3) Management Council representative: Colby Pepper, men's soccer student-athlete at Covenant College.
    - (4) Communications director: Annabelle Feist, rowing student-athlete at Williams College.
    - (5) BOG Student-Athlete Engagement Committee: Colby Pepper, men's soccer student-athlete at Covenant College.
2. **Division III Updates.** Louise McCleary, managing director of Division III, provided the committee with an update on Division III governance. Specifically, Ms. McCleary covered the following:
- a. Convention;
  - b. Sports wagering update;
  - c. Current landscape of eSports;
  - d. Men's and women's basketball joint-championships;
  - e. NCAA Transfer Portal;

- f. DIII University;
  - g. Board of Governors update;
  - h. Division III budget;
  - i. Sport Science Institute update;
  - j. Eligibility certification for international ice hockey players; and
  - k. Division III working group updates.
3. **eSports.** The committee provided feedback on the topic of eSports. The committee expressed positive feedback, noting that students at institutions who have already implemented eSports on campus enjoy their involvement and it provides the institution with additional enrollment. However, the committee also expressed concerns, such as potential addiction, mental health effects, and possible social isolation. Another concern expressed was the message sent to the disability community, particularly when adaptive sports do not have their own NCAA sponsored events despite previous attempts to advocate for the opportunity within the NCAA structure. The committee also questioned whether eSports players would act as “true” student-athletes or whether the current environment with Twitch accounts would lead to a different amateur model. Finally, committee noted the games’ often violent nature does not align the NCAA’s values, that the popularity of the games is what drives the interest and that if the games are specifically designed or chosen to exclude violence and other negative elements, they would not have the organic popularity that the current environment thrives upon.
4. **NCAA Division III Management Council October 2018 report.** The committee reviewed the October Management Council report and highlighted the action items being sent forward to the President’s Council, specifically noting the men’s and women’s basketball joint-championship and DIII University.
5. **2019 NCAA Convention.**
- a. Tentative Convention meeting schedule. The committee reviewed a tentative schedule for the 2019 Convention. Additionally, any committee member that would like to attend an additional conference meeting, such as meeting with their associate member conference, may attend so long as they do not have a conflict and the conference is informed in advance.

- b. Special Olympics clinic. Staff provided the committee with an update on the Special Olympics activity planned for the Convention. The activity will include a unified soccer skills challenge and unified bocce tournament. Twelve volunteer positions are needed to help with the unified experience at Convention. A Google sign-up sheet will be created for committee members to volunteer for the coordinator, station leader, and team captain positions.
  - c. Agenda and plans for Joint Presidents Council/Management Council/Student-Athlete Advisory Committee breakfast at Convention. The committee discussed a draft agenda and asked for feedback on proposed topics.
  - d. Conference and partner conference meetings. The committee discussed best practices for attendance at conference and partner conference meetings during Convention and scheduling of the conference meetings.
  - e. Convention attendance numbers. NCAA staff reviewed the anticipated number of Convention attendees comprising non-SAAC Division III students, Student Immersion Program attendees and future national SAAC representatives.
  - f. Student luncheon and social mixer. The committee brainstormed various ways to engage the Convention attendees and to make the most use of the allotted time. The committee discussed the information it would like to communicate during this time, as well as ice breakers to engage the group. The committee discussed the possibility of a murder mystery party or hypnotist for the entertainment during the social mixer.
  - g. Convention waiver and responsibility statement. The committee members attending Convention signed a Convention Waiver and Responsibility Statement.
- 6. Division III SAAC Working Group Breakouts.** The committee broke into its working groups.
- 7. FARA Convention.** Kiana Verdugo, former women's track and field student-athlete from Hamline University, provided the committee with an update on the recent 2018 FARA Annual Meeting, which she and Sean Cain, former men's soccer student-athlete from Adrian College, attended.
- 8. NCAA Committee and Working Group Reports.** The committee representatives that serve on Division III committees and working groups and Association-Wide committees provided updates on the most recent meetings and reports. Following are specific updates of note:

- a. Feedback for Interpretations and Legislation Committee (ILC) on social media deregulation. ILC requested feedback from the SAAC on whether it supported a complete de-regulation of social media related to recruiting. The committee did not support complete deregulation.
  - b. Division III Faculty Athletics Representative (FAR) Working Group. The committee discussed the FAR Best Practices Guide that will be released at Convention and how student-athletes and FARs can communicate more effectively. Committee members were urged to help promote FAR work and relationships on their campuses.
  - c. Division III LGBTQ Working Group. The Division III LGBTQ Working Group recently sent out banners, a non-discrimination kit, and guide. Athletic directors have access to purchase more of these materials for their campuses through the online purchasing website.
9. **Special Olympics Partnership.** Representatives of Special Olympics North America joined the committee and gave an overview of several of its initiatives. The representatives also discussed institutions' involvement with Special Olympics, particularly working with an institution's recreation department and leagues to create a unified sports program. However, they noted that institutions can also volunteer at already established Special Olympics events or host smaller unified activities. NCAA staff encouraged the committee to remind institutions to report all involvement with Special Olympics on the Division III website. Additionally, the staff asked the committee to continue to submit ideas for "50 for 50<sup>th</sup>" profiles, which are featured on the Special Olympics and NCAA Division III social media platforms each week.
10. **Legislation.** The committee reviewed the current proposals for the 2019 legislative cycle and discussed the feedback received from the committee members' conferences and partner conferences. A chart outlining the committee's final position on each proposal is attached to this report. [Attachment]
11. **Board of Governors Student-Athlete Engagement Committee.** The committee discussed the Board of Governors Student-Athlete Engagement Committee's proposed policy to combat sexual violence. It provided feedback as it relates to maximizing student-athlete and peer engagement, how to foster student-athlete leadership and grass roots engagement and how to recognize excellence in programs and student-athlete leadership.



**12. Division III SAAC Working group report outs.**

- a. Communications and Best Practices Working Group. The working group is updating the best practices guide for communication between the National SAAC, conference and partner conferences. The working group also discussed adding a template constitution that institutions can use to formally create and codify their SAAC policies. Finally, the working group discussed drafting a frequently asked questions document related to SAAC best practices.
- b. Mental Health Working Group. The working group drafted mental health education cards. The working group has asked all committee members to reach out to their conferences to receive each schools' list of necessary information to include on the mental health education cards. Second, the working group revised a script for the mental health awareness video social media campaign. Each video will feature a student-athlete sharing support of mental health education and awareness. The working group must revise the social media campaign plan further before releasing it. The working group also discussed ways to include DI and DII SAAC student-athletes in this campaign.
- c. Special Olympics. The working group discussed the current "50 for 50<sup>th</sup>" participation challenge, which requires institutions to have at least 50 student-athletes participate in Special Olympics event(s) between August 2018 and February 2019. Based on feedback from institutions about annual spring Special Olympics events, the working group and full committee approved extending the deadline for the challenge to April 2019, which will be announced on Division III social media. Additionally, the working group discussed ideas for starting an annual challenge in future years to continue to encourage participation.

**13. Practice and Refinement of Legislative Position Papers.** The committee members practiced and refined their legislative position papers for Convention.

**14. Attain.** The Attain team met with the committee to receive feedback on the Association's strategic plan. NCAA staff were not present during the meeting.

**15. Future meetings.**

- a. January 22-26, 2019; NCAA Convention, Orlando.
- b. April 13-14, 2019; Indianapolis.

- c. July 20-21, 2019; Indianapolis.
- d. November 10-11, 2019; Indianapolis.

**16. Other Business.**

**17. Adjournment.** The meeting was adjourned at 11:17 a.m. Eastern time.

*Committee Chair:* Parker Hammel, Wartburg College; Iowa Intercollegiate Athletic Conference.  
*Staff Liaisons:* Jay Jones, Division III Governance  
Brynna Barnhart, Enforcement  
Corey Berg, Academic and Membership Affairs

<b>Division III Student-Athlete Advisory Committee November 11-12, 2018, Meeting</b>
<b>Attendees:</b>
Ryan Booth, Norwich University; Great Northeast Athletic Conference.
Gerard Bryant, John Jay College of Criminal Justice; ex officio Management Council attendee
Madison Burns, Randolph-Macon College; Old Dominion Athletic Conference.
Fran Capaldi, Bethany College; Presidents' Athletic Conference.
Ireland Clare Kennedy, Mount Holyoke College; New England Women's and Men's Athletic Conference; Substitute attendee for Annabelle Feist.
Zachary Cook, College at Brockport, State University of New York; State University of New York Athletic Conference
Mika Costello, Willamette University; Northwest Conference.
Anthony Francois, John Jay College of Criminal Justice; City University of New York Athletic Conference.
Cameron Gardner-Nicholson, Penn State University, Altoona; Allegheny Mountain Collegiate Conference.
Emily Goodwin, Massachusetts Maritime Academy, Massachusetts State Collegiate Athletic Conference.
Mikayla Greenwood, Illinois College; Midwest Conference.
Parker Hammel, Wartburg College; Iowa Intercollegiate Athletic Conference.
Samantha Kastner, Notre Dame of Maryland University; Colonial States Athletic Conference.
NJ Kim, Emory University; University Athletic Association.
Nicole Monick, Johnson State College; North Atlantic Conference.
Kelsey Morrison, University of Valley Forge; American Collegiate Athletic Association.
CJ Pakeltis, MacMurry College; St. Louis Intercollegiate Athletic Conference.
Colby Pepper, Covenant College; USA South Athletic Conference.

Mason Rapp, Defiance College; Heartland Collegiate Athletic Conference; Substitute attendee for Julia Higgins.
Jake Santellano, University of Wisconsin, Whitewater; Wisconsin Intercollegiate Athletic Conference.
Isaiah Swann, University of Texas at Dallas; American Southwest Conference; Substitute attendee for Matthew Gillette.
Denise Udelhofen, Loras College; ex officio Management Council attendee.
Kiana Verdugo, Hamline University; Minnesota Intercollegiate Athletic Conference.
<b>Absentees:</b>
Sean Cain, Adrian College; Michigan Intercollegiate Athletic Conference
Annabelle Feist, Williams College; New England Small College Athletic Conference.
Matthew Gillette, Texas Lutheran University; Southern Collegiate Athletic Conference.
Julia Higgins, The College of Wooster; North Coast Athletic Conference.
Catherine Lanigan, Juniata College; Landmark Conference.
<b>Guests in Attendance:</b>
Scott George, Manager, Unified Champion Schools: University Engagement, Special Olympics North America.
Ryland Towne, University Growth Assistant, Special Olympics North America.
<b>NCAA Staff Support in Attendance:</b>
Brynna Barnhart, Enforcement
Jay Jones, Division III Governance
Corey Berg, Division III Academic and Membership Affairs
Lorne McManigle, Division III Governance
<b>Other NCAA Staff Members in Attendance:</b>
Louise McCleary, Division III Governance

**2019 Division III Legislation - National SAAC Positions as of Nov. 12, 2018**

**Page 1 of 2**

<b>Proposal Number</b>	<b>Title</b>	<b>Intent</b>	<b>SAAC Position</b>
BOG-2019-1	ORGANIZATION -- BOARD OF GOVERNORS -- INDEPENDENT MEMBERS	To amend legislation related to the NCAA Board of Governors, as follows: (1) Increase the number of members from 20 to 25 by adding five independent voting members; (2) Define an independent member; (3) Specify that an independent member shall be appointed to a three-year term that is renewable for an additional three-year term, and that an independent member who has served two terms shall not serve further; (4) Specify that the Board of Governors shall issue a call for nominations when a vacancy for an independent member occurs; and (5) Specify that the Board of Governors shall serve as the final authority for the selection of and additional duties assigned to independent members.	Support
2019-2	PLAYING AND PRACTICE SEASONS -- FOOTBALL -- ESTABLISHING PRESEASON START DATE 23 DAYS BEFORE THE INSTITUTION'S FIRST CONTEST	To amend the football preseason legislation as follows: (1) Establish the first permissible practice date as 23 days before the institution's first regular season contest; and (2) Prohibit physical athletically related activity one day each week of the preseason following the five-day acclimatization period.	Support
2019-3	PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND SOCCER PRESEASON -- ESTABLISHING A THREE-DAY ACCLIMATIZATION PERIOD	To amend preseason practice in the sports of field hockey and soccer as follows: (1) to add three additional days to the preseason practice period; (2) to require an acclimatization period during the first three days of the preseason practice period, during which a team would be limited to one single practice session no longer than three hours in duration, followed by a one-hour walk through, with a minimum of three hours of rest required in between the two activities; and (3) to mandate that on every preseason practice day following the three-day acclimatization period, a team would be limited to conducting no more than two on-field practices per day and a maximum of six hours of athletically related activity total during the two practices combined, with a minimum of three hours of rest required in between practice sessions.	Oppose

## 2019 Division III Legislation - National SAAC Positions as of Nov. 12, 2018

### Page 2 of 2

Proposal Number	Title	Intent	SAAC Position
2019-4	MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- STUDENT-ATHLETE GRADUATION RATE REPORTING	To include as a condition and obligation of Division III active membership, that an institution submit on an annual basis student-athlete graduation rate reporting data for the academic success rate in a form prescribed by the Management Council; further to establish that annual championships eligibility is contingent upon submission of the student-athlete graduation rate data.	Support
2019-5	AMATEURISM -- PRE-ENROLLMENT EDUCATIONAL EXPENSES	To permit individuals to accept educational expenses (e.g. tuition, fees, room, board and books) prior to collegiate enrollment from any individual or entity other than an agent, professional sports team/organization or representative of an institution's athletics interests, provided such expenses are disbursed directly through the recipient's educational institution (e.g., preparatory school, high school).	Support
2019-6	ELIGIBILITY -- FINAL TERM BEFORE EXPERIENTIAL LEARNING REQUIREMENT	To extend the existing final term exception to the full-time enrollment requirement to include student-athletes that are carrying (for credit) all courses necessary to complete degree requirements but have an outstanding experiential learning requirement.	Support
2019-7	RECRUITING -- SOCIAL MEDIA AND PUBLICITY -- EXCEPTIONS -- CONNECT WITH PROSPECTIVE STUDENT-ATHLETES	To establish an exception to the restrictions on electronic transmissions and publicity before commitment legislation to permit athletics department staff members to (1) connect with (e.g., "friend," "follow," etc.) prospective student-athletes on social media platforms, and (2) take actions (e.g., "like," "favorite," republish, etc.) on social media platforms that indicate approval of content generated by users of the platforms other than institutional staff members or representatives of an institution's athletics interests.	Support



REPORT OF THE  
NCAA DIVISION III COMMITTEE ON STUDENT-ATHLETE  
REINSTATEMENT  
DECEMBER 4-5, 2018, MEETING

**ACTION ITEMS.**

**1. Legislative items.**

- **Noncontroversial Legislation – NCAA Division III Bylaw 12.4.1 – Amateurism – Criteria Governing Compensation to Student-Athletes.**
  - (1) Recommendation. Adopt noncontroversial legislation to amend Bylaw 12.4.1 (criteria governing compensation to student-athletes) to designate violations as restitution [R] violations, which do not affect eligibility if the value of the benefit is \$200 or less, provided the student-athlete makes restitution to a charity of his or her choice prior to competing.
  - (2) Effective date. Immediate, for violations occurring on or after the date of adoption of the noncontroversial proposal.
  - (3) Rationale. Currently, violations of Bylaw 12.4.1 require an institution to file a student-athlete reinstatement request for the involved student-athlete regardless of the amount of impermissible compensation. The NCAA Division III Committee on Student-Athlete Reinstatement noted the NCAA student-athlete reinstatement staff typically reinstates the eligibility of the involved student-athlete based on repayment of the value of the impermissible compensation to charity when the amount is \$200 or less. The committee agreed this proposal will reduce bureaucracies and increase efficiency for Division III institutions and better align Bylaw 12.4.1 with other restitution bylaws in the amateurism legislation. The committee also noted this change is not retroactive and impermissible compensation to student-athletes in any amount is an institutional violation that must be reported to the NCAA enforcement staff.
  - (4) Estimated budget impact. None.
  - (5) Student-athlete impact. None.

**2. Nonlegislative items.**

- **None.**

**INFORMATIONAL ITEMS.**

- 1. Philosophy statements.** The committee reviewed its philosophy statement.

2. **Governance update.** The committee received a governance update from the managing director for Division III.
3. **Extension of eligibility waivers involving student-athletes with documented education-impacting disabilities.** The committee reviewed extension requests in which institutions asserted student-athletes were denied participation opportunities when, due to documented EIDs, the student-athletes chose to attend institutions that did not sponsor their sport. The committee directed the reinstatement staff to consider objective documentation including, but not limited to, the following in determining whether the student-athlete's attendance at an institution that did not sponsor the student's sport was necessitated by the student's EID and outside of the student-athlete's control: (1) the student-athlete's individualized education program; (2) contemporaneous documentation from an educational counselor recommending the student-athlete attend a specific institution; and (3) objective documentation specific to the severity of the student-athletes EID from an individual who assessed the student-athlete and is qualified and licensed to diagnose and treat the student-athlete's particular EID.
4. **Financial aid update.** The committee reviewed student-athlete reinstatement cases involving financial aid violations processed between April 1 and September 30, 2018, and archived two cases involving improper aid from an outside organization (Request/Self Reports Online Case Nos. 1034922 and 1035028).
5. **Review of guidelines.** The committee reviewed and approved editorial revisions to the NCAA Division III Committee on Student-Athlete Reinstatement Guidelines.
6. **Review of flexible student-athlete reinstatement decisions.** The committee reviewed recent reinstatement staff decisions that provided relief from established case precedent and/or committee guidelines and archived RSRO Case No. 1009308. All other cases were accepted and will remain available as precedent within RSRO consistent with NCAA Divisions I, II and III Committees on Student-Athlete Reinstatement Policies and Procedures.
7. **Continuing education.** The committee received continuing education specific to waivers involving mental health.
8. **Election of committee chair.** The committee selected Angela Marin as chair of the committee, effective January 2019.
9. **Review of NCAA Division III Management Council report.** The committee reviewed and approved the report from its May 2018 in-person meeting.

10. **Review and discussion of NCAA Division III Summary of Legislative Actions.** The committee received an update on selected 2019 NCAA Convention proposals.
11. **Update on NCAA amateurism certification process.** The committee reviewed a summary of pre-enrollment amateurism case decisions for the 2018-19 academic year.
12. **Waivers approved in one division and student-athlete transfers to another division.** The committee reviewed cases in which a waiver is approved for a student-athlete who subsequently transfers to an institution in another division. The committee determined that all waivers approved by the committee are applicable at any NCAA institution.
13. **Violations of NCAA Bylaw 12.4.1 (criteria governing compensation to student-athletes).** The committee reviewed cases involving student-athletes who receive compensation for work not actually performed or who are paid higher than the going rate for similar services. The committee instructed reinstatement staff to require repayment as the only condition of reinstatement for a student-athlete whose impermissible benefit is \$200 or less. Further, the committee adopted the current extra benefits dollar-value withholding guidelines for violations of Bylaw 12.4.1 where the value is greater than \$200.
14. **Update on hardship waiver case summary.** The committee received an update on the hardship waiver appeal summary format.
15. **Update on college basketball reform.** The committee received an update on educational materials created subsequent to the April 2018 report of the Commission on College Basketball from associate director of NCAA academic and membership affairs.
16. **Update from amateurism certification process staff.** The committee received an update on amateurism certification process changes effective with the 2018-19 amateurism certification cycle.
17. **Review of policies and procedures.** The committee reviewed and approved editorial revisions to the policies and procedures. The committee amended policies and procedures specific to required institutional representatives on teleconference appeals and default on repayment and/or community service plans. The committee also created a policy stating final reinstatement decisions will be codified in RSRO.
18. **Litigation update.** The committee received a litigation update from managing director of academic and membership affairs.
19. **Conflict of Interest Policy.** The committee reviewed its Conflict of Interest Policy.



**20. Future meetings.** The committee established the following future meeting dates and locations:

- a. June 11-12, 2019, Indianapolis.
- b. November 19-20, 2019, Indianapolis.

*Committee Chair:* Lisa Sardinia, Pacific University (Oregon).  
*Staff Liaisons:* Stephanie Grace, Academic and Membership Affairs.  
Zach Romash, Academic and Membership Affairs.

NCAA Division III Committee on Student-Athlete Reinstatement December 4-5, 2018, Meeting	
<b>Attendees:</b>	
Heather Benning, Midwest Conference.	
Matthew Burke, Fitchburg State College.	
Sean Cain, Adrian College.	
Angela Marin, University of Texas at Dallas.	
Lisa Sardinia, Pacific University (Oregon).	
Brian Williams, State University of New York at New Paltz.	
<b>Absentees:</b>	
None.	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Support Staff in Attendance:</b>	
Stephanie Grace and Zach Romash.	
<b>Other NCAA Staff Members in Attendance for a portion of the meeting:</b>	
Jenn Fraser, Louise McCleary, Jeff Myers, Naima Stevenson, Ashley Thornburg and Angela Tressel.	

**REPORT OF THE  
NCAA COMMITTEE ON COMPETITIVE SAFEGAURDS AND MEDICAL  
ASPECTS OF SPORTS  
SEPTEMBER 19, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Approval of report from June 13-14, 2018, meeting.** The committee approved the report of its June 2018 meeting.
2. **Update on white paper to address issues related to visiting team health care.** The committee received an update on the progress of a white paper recommended by the CSMAS ad hoc working group to address issues related to the provision of athletic health care services to visiting teams when they travel without a primary athletics health care provider. In June, the CSMAS ad hoc working group recommended, and the committee endorsed, the development of a white paper. An initial draft of the white paper has been completed and will be reviewed by the ad hoc working group and appropriate NCAA staff. CSMAS will receive a final draft at its December meeting for review and approval.
3. **Standing Review Committee recommendations on interassociation catastrophic injury document.** In June 2018, the committee charged the standing review subcommittee to develop recommendations on the interassociation document on the prevention of catastrophic injury. Over the summer, the document was reviewed by the membership in all three divisions, including the NCAA Division I Strategic Vision and Planning Committee and the NCAA Divisions II and III Management Councils and Presidents Councils. Membership feedback was reviewed by the subcommittee and incorporated into the document, as appropriate. The subcommittee recommended a package of edits to the full committee that were based on its own review, as well as the collective input of the membership. The committee accepted the recommended package of edits. SSI staff will amend the document to reflect those edits, and then pending NCAA Board of Governors' approval in October, the document will undergo external review by partner organizations present at the 2016 Safety and College Football Summit until February 2019. Final consideration by the committee and the Board of Governors will occur in March and April of 2019.
4. **Review and approval of 2018 Division I Institutional Performance Program health and safety survey.** CSMAS has oversight of the Division I Institutional Performance Program Health and Safety Survey, which was distributed for the first time in November 2017. CSMAS annually approves the survey, which will be distributed in late November 2018. The committee was provided with a package of recommended changes to the survey, which it approved, along with several additional recommendations aimed at clarifying terminology and reducing confusion. SSI staff will make the edits ahead of survey distribution in November.

## **5. Legislative proposals.**

- a. Division I. The committee received an update on upcoming Division I legislative proposals. Division I proposals are due November 1, and CSMAS will have an opportunity to review the proposals during its December meeting.
- b. Division II. The Division II Presidents Council and Management Council referred the following membership proposals to CSMAS for review. The committee took the following positions on the proposals:
  - (1) Proposal No. 2-5 (1-2) Eligibility -- Outside Competition, Effects on Eligibility -- Competition as Individual/Not Representing Institution -- Exception -- Medical Services. The committee took no position on this proposal.
  - (2) Proposal No. 2-8 (1-3) Playing and Practice Seasons -- General Playing-Season Regulations -- Time Limits for Athletically Related Activities -- Weekly Hour Limitations -- Outside of Playing Season -- Sports other than Football -- Four hours of Team Activities. The committee took no position on this proposal.
  - (3) Proposal No. 2-9 (1-4) Playing and Practice Seasons -- Football -- Out-of-Season Athletically Related Activities -- Spring Practices -- 36-Consecutive Calendar Days. The committee took no position on this proposal.
- c. Division III.
  - (1) Playing and Practice Seasons -- Field Hockey and Soccer Preseason -- Establishing a Three-Day Acclimatization Period. The committee opposed this proposal. The proposal is in conflict with existing legislation and interassociation recommendations that define the acclimatization period as five days. The health and safety benefits of a three-day acclimatization period also are not supported by scientific literature.
  - (2) Playing and Practice Seasons -- Football -- Establishing Preseason Start Date 23 Days Before the Institution's First Permissible Contest. The committee had no comment on this proposal.

## **6. Informational updates.** Due to timing of the meeting, the committee received the following informational updates via email following the teleconference.

- a. Update on drug testing penalty. During its June 2018 meeting, the committee approved a recommendation to change existing bylaws that legislate penalties for student-athletes that

test positive for NCAA banned drugs (other than illicit drugs). The intent behind the recommendation is to create consistency in the application of the penalty so that student-athletes who incur a violation receive the same penalty regardless of whether the violation occurs in-season or out-of-season. Staff will prepare a draft of the updated legislation as well as a draft educational column (to include various scenarios) for the committee to review during its December meeting.

- b. Update on December 2017 CSMAS legislative recommendations. In December 2017, the committee recommended legislative action to align NCAA banned drug classes with the World Anti-Doping Agency list of prohibited classes, with the exception of the glucocorticoid class. Each of the three divisions will act on the recommendation during this legislative cycle. Specifically, Divisions II and III are scheduled to approve the recommendation as noncontroversial in October. Division I will review the recommendation and may act on the proposal in either October or January. Finally, the proposal will have an August 1, 2019, effective date in all three divisions.
- c. NCAA Summit on Pain Management in the Collegiate Athlete update. On July 10-11, 2018, the SSI hosted the NCAA Summit on Pain Management in College Athletes in Indianapolis. Divisions I, II and III administrators, sports medicine staff and student-athletes – as well as pain management experts and researchers – attended the summit. The purpose of the summit was: (1) to review consensus- and evidence-based strategies on pain management in elite college athletes; (2) to present original data on pain management trends in college athletes; (3) to present Department of Defense perspectives and strategies on pain management in the military; and (4) to develop consensus-based foundational statements that will serve as a springboard for a peer-reviewed publication and educational tools. During the summit, the attendees reviewed and approved for further consideration 36 foundational statements. These statements will be voted on and prioritized this fall through a consensus-building process which will inform the development of educational resources related to pain management. Membership engagement is expected to take place in spring 2019, with final materials being released fall 2019.
- d. Request for volunteers for appeals committee panel. Due to an increase in NCAA drug-testing appeals, the SSI staff is requesting additional volunteers to represent CSMAS on appeal calls. Appeal calls are initiated by an institution on behalf of a student-athlete that has tested positive for a banned substance during year-round or championship NCAA drug testing. The calls are scheduled by the Drug Free Sport staff and typically begin Tuesday, Wednesday or Thursday at 4 or 5 p.m. Eastern Time. Committee members are not required to participate in all calls and may participate in only those calls that best fit their schedules. Committee members interested in participating on the drug appeal panel should email LaGwyn Durden.

*Committee Chair: Doug Ramos, Creighton University, Big East Conference*

*Staff Liaisons: Dawn Buth, NCAA*

*John Parsons, NCAA*

*Anne Rohlman, NCAA*

<b>Committee on Competitive Safeguards and Medical Aspects of Sports September 19, 2018, Teleconference</b>	
<b>Attendees:</b>	
Shawn Arent, Rutgers, The State University of New Jersey, New Brunswick.	
Stevie Baker-Watson, DePauw University.	
Randy Bird, University of Virginia.	
Stephanie Chu, University of Colorado, Boulder	
Jeffrey Dugas, Troy University.	
Dave Eavenson, Methodist University.	
Joshua Ellow, Swarthmore College.	
R.T. Floyd, University of West Alabama.	
Aja Grant, Winston-Salem State University.	
Samantha Kastner, Notre Dame of Maryland University.	
Jessica Mohler, U.S. Naval Academy.	
Steve Murray, Pennsylvania State Athletic Conference.	
Douglas Ramos, Creighton University.	
Enna Selmanovic, University of Cincinnati.	
Mark Stovak, University of Nevada, Reno.	
Buddy Teevens, Dartmouth College.	
Kim Terrell, University of Oregon.	
Jeffrey Williams, East Central University.	
<b>Absentees:</b>	
Grace Calhoun, University of Pennsylvania.	
Bob Colgate, National Federation of State High School Associations.	
Joseph Hannant, University of North Carolina, Pembroke.	
Gabe Feldman, Tulane University.	
Maureen White, U.S. Merchant Marine Academy.	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Liaisons in Attendance:</b>	
Dawn Buth, John Parsons and Anne Rohlman.	

<b>Other NCAA Staff Members in Attendance:</b>
Laura Arnett, Brian Burnsed, Jackie Campbell, Amanda Dickey, LaGwyn Durden, Brian Hainline, Cassie Langdon, Jeff Myers, Jared Tidemann and Karen Wolf.

EXCERPT FROM REPORT OF THE  
NCAA COMMITTEE ON COMPETITIVE SAFEGUARDS  
AND MEDICAL ASPECTS OF SPORTS  
DECEMBER 10-11, 2018, MEETING

**ACTION ITEMS.**

**1. Legislative items.**

**a. Noncontroversial Legislation - NCAA Bylaw 18.4.1.4.1 - Championships and Postseason Football - Eligibility for Championships - Penalty - Banned Drug Classes Other Than Illicit Drugs.**

1. Recommendation. Recommend noncontroversial legislation to clarify that a student-athlete who tests positive for use of a substance in a banned drug class other than illicit drugs shall:

- a. Be ineligible for competition in all sports until he or she has been withheld from the equivalent of one season (the maximum number of championship segment regular-season contests or dates of competition in the applicable sport per Bylaw 17) of regular-season competition;
- b. Be charged with the loss of one season of competition in all sports if the student-athlete tests positive during a year in which he or she did not use a season of competition. A student-athlete who tests positive during a year in which he or she used a season of competition, shall be charged with the loss of one additional season of competition in all sports (additional to the season used) unless he or she uses a season of competition in the next academic year; and
- c. Be ineligible for intercollegiate competition for 365 consecutive days after the collection of the student-athlete's positive drug-test specimen and until he or she tests negative pursuant to the NCAA Drug-Testing Program's policies and procedures.

Additionally, a transfer student-athlete may fulfill a transfer residence requirement and a drug-testing penalty concurrently if he or she meets all other eligibility requirements.

2. Effective date. Immediate; may be applied retroactively to a student-athlete with eligibility remaining in his or her five-year period of eligibility.

3. Rationale. The current rules related to drug-testing penalties for banned drug classes other than illicit drugs can be confusing and have unintended consequences for certain fact scenarios. This recommendation would update the legislation to reflect the NCAA Committee on Competitive Safeguards and Medical Aspects of Sports' recommendation from December 2013. The

updated penalty ensures a more consistent and equitable application to all student-athletes, regardless of participation status in the year in which they test positive. Due to variations in facts and timing of positive drug tests, there will be some variation in application. However, this recommendation ensures the drug-testing penalty for banned drug classes other than illicit drugs is applied more consistently and equitably to all student-athletes, regardless of transfer or enrollment status.

4. Estimated budget impact. None.
5. Student-athlete impact. Ensures consistent and equitable application of the drug-testing penalty for all student-athletes, regardless of transfer or enrollment status.

**b. Noncontroversial Legislation - NCAA Bylaws 18.4.1.4.3.1 and 31.2.3.1.1 - Executive Regulations -- Eligibility for Championships -- Ineligibility for Use of Banned Drugs -- Drugs and Procedures Subject to Restrictions -- Tampering with and Manipulation of Urine Samples.**

1. Recommendation. Recommend noncontroversial legislation in Divisions II and III to clarify that tampering with an NCAA drug-test sample includes urine substitution and related methods; further, to clarify that manipulation of urine samples includes the use of substances and methods that alter the integrity and/or validity of urine samples provided during NCAA drug testing.
2. Effective date. Immediate.
3. Rationale. Due to changes made to drug-testing legislation in 2012, NCAA legislation surrounding tampering and manipulation is unclear. This recommendation would make clear that urine substitution (and related methods) is tampering and carries a more significant penalty. This recommendation is consistent with the original intent of tampering legislation, as recommended by the NCAA Committee on Competitive Safeguards and Medical Aspects of Sport. In October 2018, the NCAA Division I Council adopted NCAA Division I Proposal M-2018-1 to address this recommendation. The committee requests that the NCAA Division II and III take similar action to clarify this issue.



4. Estimated budget impact. None.
5. Student-athlete impact. None.

REPORT OF THE  
NCAA COMMITTEE ON WOMEN'S ATHLETICS  
SEPTEMBER 5-6, 2018, MEETING

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and announcements.** Committee Chair Julie Cromer Peoples welcomed everyone to the meeting. The roster was reviewed, and committee members and staff were acknowledged. The committee then welcomed the following new members to their first in-person meeting: Jason Doviak, Suzette McQueen and Millie Micho. The committee also welcomed President Marjorie Hass, who joined a portion of the meeting via teleconference. Katrice Albert, NCAA executive vice president of inclusion and human resources, joined the meeting to welcome the committee members and thank them for their work and commitment to increasing opportunities for women in intercollegiate athletics.
2. **Review CWA purpose statement.** A committee member read aloud the purpose statement.
3. **Review of meeting agenda and reports.** Cromer Peoples provided an overview of the agenda and its key items, including the NCAA Woman of the Year selection, the review of NCAA Emerging Sports for Women 2018 proposals and a discussion about the NCAA Emerging Sports for Women process guide.

The committee reviewed and approved its April 12-13, 2018, meeting report. The committee also reviewed the Minority Opportunities and Interests Committee April 12-13, 2018, meeting report in addition to the CWA and MOIC April 13, 2018, joint meeting report.

4. **2018 NCAA Woman of the Year selection.** The committee acknowledged the 581 record-number of school nominees submitted by NCAA member schools, the 154 conference nominees selected by NCAA member conference offices, the Top 30 (10 honorees from each division) and Top 9 (three from each division) selections made by the Woman of the Year Selection Committee. The committee also thanked the four CWA members who served on the Woman of the Year selection committee alongside three Minority Opportunities and Interests Committee members.
  - a. **Review of preliminary rankings.** Prior to its September 5, 2018, meeting, the CWA members reviewed, evaluated and scored the Top 9 finalists for Woman of the Year using criteria and guidelines established by the CWA. Using the scores submitted, staff developed a cumulative score out of 100 for each Top 9 honoree and informed the committee of the preliminary rankings.

- b. **Selection of 2018 NCAA Woman of the Year.** The committee deliberated on the preliminary rankings and engaged in multiple rounds of voting to select the 2018 NCAA Woman of the Year.
- c. **Woman of the Year award dinner.** The award dinner will be held Sunday, October 28, 2018, in Indianapolis. Committee members who served on the Woman of the Year Selection Committee are invited to attend as guests of the office of inclusion.

**5. Review reports from NCAA equity, diversity and inclusion membership committees.**

- a. **NCAA Board of Governors Committee to Promote Cultural Diversity and Equity April 15, 2018, meeting report.** The committee reviewed the April 15, 2018, meeting report of the BOG CPCDE, which is a direct conduit to the BOG. The CPCDE will present their goals to the BOG in October 2018. CWA will have an opportunity to review the goals during its February teleconference.
- b. **NCAA Gender Equity Task Force May 25, 2018, meeting report. The committee reviewed the GETF May 25, 2018, meeting report.** Cromer Peoples and NCAA staff highlighted key items, including the Division I once-in-five-years equity, diversity and inclusion review, which will be voted on in April, and the equity, diversity and inclusion app developed by NCAA staff. In addition, the committee expressed support of the Task Force's continued correspondence with the North American Society for Sport Management to develop curriculum resources, best practices and case studies to support education on equity, diversity and inclusion in intercollegiate athletics.

**6. NCAA Emerging Sports for Women.**

- a. **NCAA Women's Beach Volleyball update.** Staff provided updates on women's beach volleyball, highlighting the sport's successful 2017-2018 campaign and continued growth since transitioning from an NCAA Emerging Sport for Women to an NCAA-sanctioned championship sport in 2015. Women's beach volleyball hosted its championship in Gulf Shores, Alabama for the third consecutive season and the tournament was telecast for the first time on ESPN this year as part of a multi-year agreement through 2022.

In addition, staff informed the committee of its efforts to develop resources, best practices and other educational materials for Association schools seeking to sponsor women's beach volleyball programs.

- b. **Updates on current NCAA Emerging Sports for Women. Staff provided updates on the NCAA Emerging Sports for Women.** Each sport's national governing body, or designee of that body, prepared a two-page report that highlighted its respective strategic plans.

Staff reported that the NCAA office of inclusion will attend each NCAA Emerging Sports for Women's championship in 2017-2018 and will provide a \$5,000 grant to each sport to celebrate its respective student-athletes and the progress each sport has made.

**(1) Equestrian.** Staff provided updates submitted by the National Collegiate Equestrian Association as a representative of the United States Equestrian Federation. The updates centered on four major priorities — growth and expansion, financial stability, brand awareness, and enhanced athletic experience — as part of the strategic plan. Staff noted the sport's growth, citing a 2016-2017 report that highlighted opportunities for 1,334 female student-athletes across 34 schools with Equestrian on their campuses. In addition, the University of California, Davis has started a varsity Equestrian team. UC Davis will launch a full schedule and will be eligible for national seeding and invitation to the 2019 NCEA National Championship. Other key items included engagement with regional athletics directors to provide structure for local competitions and potential post-season opportunities and the development of local donor bases to support the addition of new collegiate teams.

At the request of NCEA leadership, the committee also discussed the concept of reducing the minimum sport sponsorship requirements for Divisions I and II equestrian for the purpose of aligning with minimum contest requirements to qualify for NCEA championships. Based on the information provided, the committee was not compelled to recommend to Division I or Division II governance, a legislative proposal to change the sport sponsorship requirements for equestrian without additional explanation of how a reduction of contests would support or enhance the athletics experience of participating student-athletes.

**(2) Rugby.** The report on Rugby reviewed by the committee at a later date.

**(3) Triathlon.** Staff provided updates submitted by USA Triathlon that highlighted targeted areas of support and recruitment and the strategic initiatives developed to support its plan. Other key items included the addition of three programs since April 2018 and six institutions who either have received approved grants or are currently in the grant-writing process, the procurement of additional grant funds and the identification and targeted recruitment of new, participatory audiences. Staff also noted USA Triathlon's engagement with Historically Black Colleges and Universities, the development of a comprehensive plan to build a recruitment pipeline and a \$225,000 grant offered to assist one HBCU in supporting a varsity triathlon program.

**c. NCAA Emerging Sports for Women proposals.** The committee discussed the purpose of the NCAA Emerging Sports for Women program, the program's proposal requirements and began the review process for proposals from acrobatics & tumbling, stunt and wrestling. The committee agreed that forming subcommittees to do an in-depth study of each proposal would be beneficial. Subcommittees were formed ensuring diversity of

participation by all three division, and the CWA chair and staff informed the committee of the review process and objectives. Each subcommittee's goal is to review its assigned sport proposal and report findings to the full committee during its February teleconference.

- d. **NCAA Emerging Sports for Women Process Guide updates.** The committee reviewed the Emerging Sports for Women Process Guide and directed staff to amend the document to reflect suggested revisions. The updated process guide will be available on the NCAA Inclusion webpage in fall 2018.
7. **Inquiry about sexual violence and NCAA legislation.** The committee engaged in dialogue with NCAA staff in enforcement, legal and communications with the goal of better understanding how the NCAA addresses sexual violence issues under the current system of bylaws. The committee expressed strong interest in continuing this important dialogue.
8. **Update on action plan for the Optimization of the Senior Woman Administrator Designation Report.** Staff described key aspects of an action plan that has been developed based on the findings in the Optimizing the Senior Woman Administrator Research Report (2018). An initial step of the action plan is to disseminate educational resources to the membership in fall 2018 that clarify what exactly the designation is and why it's important. The resources also will provide discussion questions about the designation that include commentary on what success looks like for the designation to be used by athletics directors, conference commissioners, senior woman administrators and other relevant campus leaders. The committee expressed support for these resources as well as the development of best practices documents.
9. **NCAA and Minority Opportunities Athletic Association Award for Diversity and Inclusion selection committee appointments.** Staff provided an overview of the Award for Diversity and Inclusion, which represents a partnership formed by the NCAA and MOAA to recognize and celebrate the initiatives, policies and practices of schools and offices that embrace diversity and inclusion across the intercollegiate athletics community. In addition, staff called for two committee members to serve on the selection committee, which will consist of individuals from the MOAA membership, CWA and MOIC. Jason Doviak and Suzette McQueen volunteered to serve on the committee.
10. **Future meeting dates.**
  - a. February 2019, committee teleconference.
  - b. April 24-25, 2019, Atlanta (in conjunction with the 2019 NCAA Inclusion Forum).
11. **Other business.**

- a. Women Leaders in College Sports National Convention in Atlanta.** Staff informed the committee that Katrice Albert, NCAA executive vice president of inclusion and human resources, will serve as a keynote speaker at the National Convention. The office of inclusion is hosting a Presidents/Chancellors and Search Firms Roundtable for executive-level-ready female leaders. In addition, staff informed the committee of sessions that will feature topics related to the office of inclusion's core areas:
- Creating Opportunities to Elevate Women of Color in Athletics
  - Finding Common Ground: Religion & LGBTQ Inclusion in College Athletics
  - How to Elevate & Optimize the SWA Designation
  - Supporting Transgender & Gender-Expensive Student-Athletes
- b. 2019 NCAA Convention.** Staff informed the committee of its upcoming engagement with the membership and of the various presentations and sessions that will feature topics related to the office of inclusion's core areas. Convention sessions include:
- Hot Topics Related to International Student-Athletes
  - Presidential Pledge: From Commitment to Action
  - Unveiling Strategic Goals of the Committee to Promote Cultural Equity and Diversity
- c. eSports Discussion.** The committee requested that eSports be a topic for further discussion at its next meeting. Staff informed the committee that the NCAA is currently studying eSports and that an update can be provided about that study during the February 2019, teleconference.

**12. Adjournment.** The meeting adjourned at 12:30 p.m. Thursday, September 6, 2018.

*Committee Chair:* Julie Cromer Peoples, University of Arkansas, Fayetteville  
*Staff Liaison(s):* Kristin Fasbender, Championships and Alliances  
 Jan Gentry, Championships and Alliances  
 Karen Metzger, Academic and Membership Affairs  
 Amy Wilson, Office of Inclusion

NCAA Committee on Women's Athletics September 5-6, 2018, Meeting	
<b>Attendees:</b>	
Karen Baebler, University of Washington.	
Gabby Cabanero, Dixie State University.	
Julie Cromer Peoples, University of Arkansas, Fayetteville.	
Jim Donovan, California State University, Fullerton.	
Jason Doviak, Alfred State, the State University of New York College of Technology.	
Marjorie Hass, Rhodes College.	
Hannah Hinton, Mountain East Conference.	
Samantha Kastner, Notre Dame of Maryland University.	
John Kietzmann, Metropolitan State University of Denver.	
Donna Ledwin, Allegheny Mountain Collegiate Conference.	
Suzette McQueen, Central Intercollegiate Athletic Association Conference.	
Millie Micho, Duquesne University.	
Denise Udelhofen, Loras College.	
<b>Absentees:</b>	
Anne Blackhurst, Minnesota State University Moorhead.	
Josh Hess, Mount St. Joseph University.	
Marc Johnson, University of Nevada, Reno.	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Liaisons in Attendance:</b>	
Kristin Fasbender, Jan Gentry, Jean Merrill and Amy Wilson.	
<b>Other NCAA Staff Members in Attendance:</b>	
Katrice, Albert, Jon Duncan, Meghan Durham, Jessie Faulk, Craig Malveaux, Stacey Osburn, Rachel Stark-Mason and Naima Stevenson.	

REPORT OF THE  
NCAA HONORS COMMITTEE  
OCTOBER 1, 2018, MEETING

**ACTION ITEMS.**

- **None.**

**INFORMATIONAL ITEMS.**

1. **Welcome.** The chair welcomed the committee members.
2. **Committee report.** The committee approved the report of its August 9, 2018, teleconference.
3. **Policies and procedures.** The committee received a copy of the policies and procedures. As a result of the discussion in Item No. 5, the committee recommended that the policies be revised to clarify eligibility for the Today's Top 10 Award as noted below. Staff will draft language to clarify the intent and circulate the draft to the committee for approval.
4. **Honors Celebration overview.** Ms. Preston updated the committee on the 2019 Honors Celebration, which will be held Wednesday, January 23, at the Orlando World Center Marriott in Orlando, Florida.
5. **Today's Top 10 award nominees who voluntarily withdraw from competition prior to exhausting athletics eligibility.** The committee discussed whether individuals who have voluntarily withdrawn from athletics participation prior to exhausting eligibility or graduating should be considered for the award. The committee determined that considering these individuals does not meet the intent of the award, which is to honor the full collegiate experience of the selected recipients. The committee recommended a policy clarification stating that nominees must exhaust eligibility to be considered for the award.
6. **Today's Top 10 selections.** The committee selected the following individuals to receive a 2019 NCAA Today's Top 10 award:
  - a. Ama Biney, Worcester Polytechnic Institute (Division III).
  - b. Andrea Bryson, St. Cloud State University (Division II).
  - c. Jevon Carter, West Virginia University (Division I).
  - d. Lucas Kaliszak, University of Alabama (Division I).



- e. Alison Lindsay, Washington University in St. Louis (Division III).
  - f. Alex McMurtry, University of Florida (Division I).
  - g. Keturah Orji, University of Georgia (Division I).
  - h. Ben Reeves, Yale University (Division I).
  - i. Kyle Snyder, The Ohio State University (Division I).
  - j. Julia Wilson, Kenyon College (Division III).
7. **Public member replacement.** The committee discussed a replacement for Mr. Walker, whose term ends at the close of the 2019 NCAA Convention. Committee members were asked to forward names of potential candidates to staff or Mr. Malchow. The committee will consider the replacement on a future conference call.
8. **Future meeting.** The committee will schedule a June 2019 conference call and September 2019 in-person meeting after new members have been identified.
9. **Other business.**
- a. **Today's Top 10 nominations pre-scoring process.** The committee requested the following changes to the pre-scoring process:
    - (1) Staff should pre-score the GPA based on the award ranking guidelines.
    - (2) Any nominees who score less than 30 points on the athletics pre-scoring should be eliminated from consideration.
  - b. **Outgoing committee members.** The committee recognized Mr. Walker, whose term ends at the close of the 2019 NCAA Convention.

*Committee Chair: Steve Malchow, Iowa State University*

*Staff Liaisons: Stacey Preston, Communications*

*Sharon Tufano, Law, Policy and Governance*

<b>Honors Committee October 1, 2018, Meeting</b>	
<b>Attendees:</b>	
Doris Burke, ESPN.	
Carolyn Campbell-McGovern, The Ivy League.	
April Holmes.	
Christopher Howard, Robert Morris University.	
Steve Malchow, Iowa State University.	
Neil Norton, Creighton University.	
Wally Walker, Hana Road Partners.	
<b>Absentees:</b>	
Heather Benning, Midwest Conference.	
Jim Johnson, Pittsburg State University.	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Stacey Preston, Gloria Roseman and Sharon Tufano.	
<b>Other NCAA Staff Members in Attendance:</b>	
None.	

**REPORT OF THE  
NCAA MINORITY OPPORTUNITIES AND INTERESTS COMMITTEE  
SEPTEMBER 5-6, 2018, MEETING**

**KEY ITEMS.**

- **Athletics Diversity and Inclusion Designation proposal.** The Minority Opportunities and Interests Committee continued its discussion of a legislative proposal to establish an “Athletics Diversity and Inclusion Designee” within each athletics department and conference office. The committee reviewed feedback from the NCAA Board of Governors Committee to Promote Cultural Diversity and Equity and directed staff liaisons to develop legislative language and rationale to support the proposal. The committee suggested an anticipated timeline for review of the proposal by divisional committees in April, June and July 2019, and for membership vote and legislative implementation in 2020. [Informational Item No. 6b and Attachment]

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and announcements.** Committee Chair Anthony Grant opened the meeting and welcomed all in attendance. Grant recognized Malek Barber for his service to the committee, as the meeting would be the last of his term. Grant also welcomed Dylan Gladney, Makayla Greenwood, Taunita Stephenson and Alisa White as members attending their first meeting, and acknowledged new member Alisse Ali-Joseph, in her absence.
2. **2018-19 chart of service.** Staff explained the structure of the subcommittees and working groups, noting that the work of the groups would be informed by the strategic plans of the committee, the NCAA office of inclusion, and the Association. Subcommittee and working group vacancies were reviewed, and MOIC members were encouraged to express their interest in participating in areas that aligned with their interests and expertise.
3. **MOIC mission and duties.** The mission and duties of the committee were read and acknowledged.
4. **Review of meeting reports.** The committee approved the report of its April 12-13, 2018, meeting. The report of the NCAA Committee on Women’s Athletics April 12-13, 2018, meeting was reviewed for informational purposes.
5. **Discussion of current issues and impact on intercollegiate athletics.** Committee members discussed current national, campus and conference matters related to the MOIC charge.
  - a. **Student-athlete voice and expression.** The committee discussed continued challenges campuses face in terms of student-athlete activism and expression. Committee members pointed out that campuses and administrators need to be proactive with engaging student-

athletes, and should foster open environments for dialogue between staff, coaches and students. The committee recommended collaborating with the office of inclusion to provide a resource for campuses working with student-athlete expression around issues of social justice.

- b. Support for international and undocumented student-athletes.** The group discussed challenges that campuses currently face surrounding Deferred Action for Childhood Arrivals education, as well as the experiences and well-being of undocumented and international student-athletes. The issues of interest shared by committee members included the need for student success programs, health insurance coverage as it relates to eligibility for participation, the compounded impact of low socioeconomic status, and anxiety caused by the current socio-political environment.
  - c. Other current issues.** The committee agreed that mental health awareness, substance abuse, and sexual assault prevention remain issues of utmost importance, especially for students from underrepresented and marginalized populations. Committee members called attention to the lack of mental health resources at many member institutions, the cultural stigmas that deter students from seeking support, the rising number of at-risk students facing mental health challenges, and the national dialogue surrounding sexual assault awareness and prevention.
- 6. Update on current committee initiatives.** NCAA staff and MOIC members shared updates on the status of existing projects and activities by subcommittees and working groups.
  - a. MOIC and Student-Athlete Advisory Committees diversity and inclusion social media campaign.** Committee members from the Social Media Campaign Working Group updated the full committee on the campaign dates, objectives and communication plan. Staff reviewed the campaign's four-page handout and discussed the accompanying [website](#) that provides additional information and support for participating student-athletes, sports information directors and athletics departments. The committee applauded the working group's efforts and agreed to encourage their campuses and conference offices to participate.
  - b. Athletics Diversity and Inclusion Designation legislative proposal.** Katrice Albert, NCAA executive vice president of inclusion and human resources, shared that MOIC's ADID proposal was discussed by the Committee to Promote Cultural Diversity and Equity during its April 16, 2018, teleconference. The CPCDE supported the concept of the designation, noting that education and communication will need to clearly state the standards and process for appointing the designee. The CPCDE expressed concerns about whether the designation would add additional responsibilities or require additional resources to accommodate, specifically related to the potential impact such demand could have on smaller and lower resourced schools. CPCDE members also underscored the importance of the president or chancellor being responsible for appointing, or delegating the appointment of, the athletics diversity and inclusion designee.

Members from MOIC discussed the feedback and concerns presented by CPCDE and agreed to work with staff to build a communication and education plan to support the ADID proposal. In addition, MOIC determined that the supporting documentation will include examples of how the designation could be implemented at different types of institutions, housed inside or outside of the athletics department, and at smaller and lower resourced schools. The committee approved the recommendation for legislation requiring an athletics diversity and inclusion designation, with anticipation of a membership vote in 2020. The committee directed liaisons to work with NCAA academics and membership affairs staff to develop language for the proposal which will be included in the February 2019 MOIC teleconference report as a legislative action item.

- c. Research initiatives.** Staff provided an update regarding the “coaching carousel” research project, which will focus on the experiences and trajectories of collegiate football, men’s basketball and women’s basketball coaches. The committee reviewed survey instruments for the Growth, Opportunities, Aspirations and Learning of Students in College and the National Study on Collegiate Wagering and Social Environments, that are used by the NCAA research department to study the experiences and well-being of student-athletes. The committee highlighted questions of interest and directed the Research Agenda Working Group to conduct additional analyses of the survey results with specific attention to the experiences and well-being of minority student-athletes.
- d. Champion of Diversity recognition.** Members of the Champion of Diversity Subcommittee updated the committee on the next recipient of the recognition and proposed a timeline for future nominations. Staff suggested options for additional recognition opportunities for the selected honorees. The committee approved the working group’s suggestions for an approval process timeline and recommended that a physical token of recognition be presented to recipients as part of the honor, if approved and supported by the office of inclusion.
- e. Strategic plan discussion.** The committee reviewed its 2016-2018 goals and objectives and discussed adjustments for 2018-2020. Keeping in mind the need to align priorities with Association-wide strategic planning efforts being led by the NCAA Board of Governors, the committee identified four areas of focus for 2018-2020: (1) promoting and socializing the athletics diversity and inclusion designation, (2) pursuing relevant research initiatives, (3) supporting the pipeline development for diverse administrators and coaches, and (4) engaging in strategic collaborations with other governance committees and like-missioned organizations.

## **7. Other business.**

- a. NCAA office of inclusion updates.** Albert thanked the committee members for their continued service and commitment to supporting inclusive environments and initiatives benefitting the Association. Staff reported on the status the Diverse and Inclusive Hiring and Workforce Development Guide, shared information related to the creation of a shared

practices repository for membership-led inclusion initiatives and provided updates about the NCAA Gender Equity Task Force recommendation for a once-in-five years equity, diversity and inclusion review and the development of a related data application (the original recommendation was for all three divisions, but given the existing practice of reviews in Divisions II and III, the current recommendation from the Gender Equity Task Force is specifically for legislation in Division I).

- b. Other updates and announcements.** Staff provided information about the working groups created to address recommendations from the independent Commission on College Basketball and shared that NCAA staff were continuing to monitor the impact of sports wagering following the recent United States Supreme Court decision to overturn the Professional and Amateur Sports Protection Act. Staff reminded the committee of the deadline for the Division III Student Immersion Program applications and encouraged members to nominate minority students from Division III to participate.

**8. Future meeting dates.**

- a.** February 2019, teleconference.
- b.** April 24-25, 2019, Atlanta (in conjunction with the 2019 NCAA Inclusion Forum).

**9. Adjournment.** The meeting adjourned at 11:50 a.m.

*Committee Chair: G. Anthony Grant, Metropolitan State University of Denver*

*Staff Liaisons: Sonja Robinson, Inclusion*  
*Sahar Abdur-Rashid, Championships and Alliances*  
*Derrick Crawford, Enforcement*

NCAA Minority Opportunities and Interests Committee September 5-6, 2018, Meeting	
<b>Attendees:</b>	
Malek Barber, Palm Beach Atlantic University.	
Gerard Bryant, John Jay College of Criminal Justice.	
Dena Freeman-Patton, California State University, Bakersfield.	
Dylan Gladney, Prairie View A&M University.	
G. Anthony Grant, Metropolitan State University of Denver.	
Mikayla Greenwood, Illinois College.	
Ashley Hodges, Southern Vermont College.	
José Rodriguez, Cabrini University.	
Taunita Stephenson, Lander University.	
Alisa White, Austin Peay State University.	
<b>Absentees:</b>	
Alisse Ali-Joseph, Northern Arizona University.	

Soraya Coley, California State Polytechnic University, Pomona.
Manuel Flores, Texas A&M University, Kingsville.
Kenneth Gormley, Duquesne University.
Dawn Redd, Beloit College.
William Tsutsui, Hendrix College.
David Williams, Vanderbilt University.
<b>Guest in Attendance:</b>
None.
<b>NCAA Staff Liaisons in Attendance:</b>
Sahar Abdur-Rashid, Derrick Crawford and Sonja Robinson.
<b>Other NCAA Staff Members in Attendance:</b>
Katrice Albert, Yannick Kluch and Amy Wimmer-Schwarb.

**REPORT OF THE  
NCAA MINORITY OPPORTUNITIES AND INTERESTS COMMITTEE  
SEPTEMBER 5-6, 2018, MEETING**

**KEY ITEMS.**

- **Athletics Diversity and Inclusion Designation proposal.** The Minority Opportunities and Interests Committee continued its discussion of a legislative proposal to establish an “Athletics Diversity and Inclusion Designee” within each athletics department and conference office. The committee reviewed feedback from the NCAA Board of Governors Committee to Promote Cultural Diversity and Equity and directed staff liaisons to develop legislative language and rationale to support the proposal. The committee suggested an anticipated timeline for review of the proposal by divisional committees in April, June and July 2019, and for membership vote and legislative implementation in 2020. [Informational Item No. 6b]

**CONTEXT.**

- The “Athletics Diversity and Inclusion Designation” proposal is a recommendation from MOIC to have an individual from each athletics department and conference office serve as the primary contact for diversity and inclusion-related information.
- The committee suggests that the implementation of the designation across the NCAA membership would be tangible and practical support of the NCAA’s Presidential Pledge initiative (which is entering its second phase, moving from commitment to action).
- Informal feedback gathered from other membership committees has been supportive of the concept, with specific concerns related to the impact on FTE, how the designation is appointed (and by whom), the inclusion of conference offices in the requirement, and potential/perceived conflict with efforts to educate around and optimize the Senior Woman Administrator designation. An FAQ document attached to the MOIC April 2018 report addressed many of these elements:
  - Impact on FTE: The responsibilities for the ADID center on the receipt and dissemination of information from the NCAA related to matters of diversity and inclusion. The committee suggests that the designation be given to an existing staff member, negating the need for additional FTE and limiting administrative burden.
  - Appointment of the ADID: The ADID should be appointed by the chancellor/president/commissioner or their proxy. The committee suggests that the



**ATTACHMENT  
Supplement No. 13**

ADID have a direct or dotted reporting line to campus and athletics senior leadership to facilitate candid dialogue about important diversity and inclusion-related matters, should they arise.

- Inclusion of conference offices: The committee determined that appointing an ADID for conference offices was necessary 1) to underscore the commitment to inclusion as an Association-wide value, and 2) to ensure that conference offices are equally aware and informed of all information being shared with their member schools.
  - Impact on efforts to educate around and optimize the Senior Woman Administrator designation: In the FAQ document, the committee stressed that the SWA need not be automatically appointed as the ADID, instead encouraging each school/conference office to appoint the best individual for the role based on position, access, and capacity. In addition, the implantation of the ADID would occur after the 2020 legislative cycle, avoiding extensive overlap with current initiatives around optimization of the Senior Woman Administrator.
- If approved, the implementation of the ADID would consist of adding a field for the designee's contact information on the Sports Sponsorship and Demographics Form. Upon completion of this entry by membership schools and conference offices, a database of ADID email addresses would be used to send regular informational digests. For example, information about the 2019 NCAA Inclusion Forum would be shared with the ADIDs, who would then share the information with their stakeholders accordingly.

**QUESTIONS.**

1. What concerns does the proposal raise for membership schools and conference offices?
  - MOIC suggests that adding conference offices to the ADID proposal keeps them informed. Will conference offices support receiving this additional information?
2. Would a voluntary ADID be preferable to a legislative requirement? (For example, instead of a legislative proposal, MOIC requests support to add the ADID field to the Sport Sponsorship and Demographics Form, allowing members to add the contact information for their ADID *if they support the designation*.)
  - Please note that either required or voluntary, education about the purpose and benefits of the designation will be necessary.
3. What aspects of the proposal require additional education or clarity?

**REPORT OF THE  
NCAA COMMITTEE ON WOMEN'S ATHLETICS AND  
NCAA MINORITY OPPORTUNITIES AND INTERESTS COMMITTEE  
SEPTEMBER 6, 2018, JOINT MEETING**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and announcements.** The meeting was called to order by Julie Cromer Peoples, chair of the NCAA Committee on Women's Athletics, and Anthony Grant, chair of the NCAA Minority Opportunity and Interests Committee. The chairs welcomed members from both committees, facilitated introductions of everyone present, and highlighted committee members who were attending either their first or final meeting.
2. **Report of the April 13, 2018, joint meeting.** The committees reviewed and approved the joint meeting report.
3. **Committee on Women's Athletics meeting update.** Cromer Peoples provided a summary of the CWA meeting, highlighting the committee's selection of the 2018 Woman of the Year recipient, review of the emerging sports process guide and proposals to be considered an NCAA emerging sport from three sports (acrobatics & tumbling, stunt, and wrestling), updates about the plan for optimizing the senior woman administrator designation, and preliminary discussions of eSports' potential impact on opportunities for women and concerns about game content. Cromer Peoples also shared that CWA would engage in a dialogue with NCAA staff to better understand how the NCAA addresses sexual violence issues under the current system of bylaws.
4. **Minority Opportunity and Interests Committee update.** Grant provided a summary of the MOIC meeting, highlighting the committee's upcoming diversity and inclusion social media campaign in partnership with the NCAA Student-Athlete Advisory Committees, discussions around current issues impacting inclusive campus environments, and efforts to align the committee's strategic priorities with membership needs. Grant also updated the group on the status and plan for MOIC's recommendation for an athletics diversity and inclusion designation, sharing that the committee recommended that each NCAA division sponsor legislation for the 2019-20 legislative cycle.
5. **NCAA inclusion and human resources update.** Katrice Albert, NCAA executive vice president of inclusion and human resources, reviewed the six strategic priorities that are the focus of IHR during the current academic year: (1) perpetuate inclusive excellence, (2) build and enhance a high-performing organization, (3) drive operational excellence, (4) future proof the NCAA and the profession, (5) execute liberation external engagement, and (6) become a national voice in the work. Albert discussed the operationalization of the strategic priorities through the work of governance committees such as the NCAA Board of Governors Committee to Promote Cultural Diversity and Equity, the Gender Equity Task Force, CWA

and MOIC, and national office staff. Albert also shared that the second phase of the Presidential Pledge initiative will focus on moving from commitment to tangible actions, strengthening partnerships across the NCAA divisions and with national organizations, and providing resources to support and develop the membership. Regarding the national office-focused goals, Albert highlighted the addition and promotion of staff members within the department, the implementation of a comprehensive audit of leadership development programming and the prioritization of metrics-based and outcome-driven results. Albert reported that the CPCDE developed goals around growing diverse representation in the governance structure, using metrics to galvanize accountability for athletics leadership, and supporting membership efforts in advancing the Presidential Pledge. Albert announced that the CPCDE updates and goals will be featured in a session during the 2019 NCAA Convention.

6. **Update on the women's basketball strategic plan.** Lynn Holzman, NCAA vice president of women's basketball, provided an update to the committees about key issues related to women's basketball. Having recently joined the NCAA in her role, Holzman reflected on the growth of women's basketball and the unique challenges facing the sport. The NCAA women's basketball staff is developing a strategic plan to consider the needs of various stakeholders, incorporate representation from all three divisions, celebrate major successes and milestones related to the sport, and articulate a vision and mission statement to drive future growth. Holzman invited committee members to become engaged in the process and development of the plan.
7. **NCAA SAAC updates.** Divisional SAAC representatives updated the committees on various issues.
  - a. **Division I SAAC.** Representatives from Division I SAAC provided updates from their July 13-15, 2018 meeting, sharing that the committee provided feedback about early recruitment, reviewed new transfer legislation, discussed the creation of a mental health resource for student-athletes, and provided feedback on MOIC's diversity and inclusion social media campaign proposal.
  - b. **Division II SAAC.** Representatives from Division II SAAC reported that their July 13-14, 2018 meeting covered the following topics: the MOIC diversity and inclusion social media campaign proposal, campus-level CPR and AED certifications, the "Love2Play" initiative, mental health awareness, the division's Make-A-Wish and Team IMPACT efforts, and opportunities to use various outlets to communicate and share information.
  - c. **Division III SAAC.** Representatives from Division III SAAC shared that during their July 14-15, 2018 meeting, the group discussed the MOIC diversity and inclusion social media campaign, voted on responsibilities for SAAC associate members, and received reports from the committee's working groups on Special Olympics, mental health, and communications.

**8. Governance staff updates.** Staff representatives from each division shared governance updates with the committees, with a specific focus on diversity and inclusion-related issues.

- a. Division I.** Jennifer Fraser, NCAA director of division I, provided an update on the recommendation originating from the Gender Equity Task Force for Division I institutions to be required to conduct an equity, diversity and inclusion review once every five years. Fraser also shared that the NCAA Division I Board of Directors Strategic Areas of Emphasis 2018-2023 includes a goal focused on diversity and inclusion.
- b. Division II.** Maritza Jones, NCAA managing director of division II, provided an update on the division's inclusion initiatives, announcing that the Division II Planning and Finance Committee approved a recommendation to fund enhanced Division II participation at the NCAA Inclusion Forum. The funding will be dedicated to support teams from Division II institutions to attend the forum with a requirement that inclusion-related action plans be developed and implemented on campus following the team's attendance. In addition, Jones reported that the Division's Conference Commissioners Association and Athletic Directors Association has committed to increasing efforts around optimizing the senior woman administrator designation.
- c. Division III.** Louise McCleary, NCAA managing director of division III, informed CWA and MOIC members that the recommendation from the Commission on College Basketball to add five public members to the NCAA Board of Governors would be put to an Association-wide vote during the 2019 NCAA Convention. McCleary also provided an update on the Division III Diversity and Inclusion Working Group's efforts to create and enhance the pipeline of diverse administrators in Division III, and the Division III LGBTQ Working Group's release of a non-discrimination policy [guide](#) and launch of the "One Team" logo and identity kit.

**9. Next Meeting.**

- April 25, 2019, Atlanta (in conjunction with the 2019 NCAA Inclusion Forum).

**10. Adjournment.** The meeting adjourned at 11:50 a.m. .

*Committee Chairs:* Julie Cromer Peoples, University of Arkansas, Fayetteville  
 G. Anthony Grant, Metropolitan State University of Denver

*Staff Liaisons (CWA):* Amy Wilson, office of inclusion  
 Kristin Fasbender, championships and alliances  
 Jan Gentry, championships and alliances  
 Karen Metzger, academic and membership affairs

*Staff Liaisons (MOIC):* Sonja Robinson, office of inclusion  
 Sahar Abdur-Rashid, championships and alliances  
 Derrick Crawford, enforcement

<b>NCAA Committee on Women's Athletics and          NCAA Minority Opportunities and Interests Committee          September 6, 2018, Joint Meeting</b>	
<b>Attendees:</b>	
Karen Baebler, University of Washington.	
Malek Barber, Palm Beach Atlantic University.	
Gerard Bryant, John Jay College of Criminal Justice.	
Gabby Cabanero, Dixie State University.	
Julie Cromer Peoples, University of Arkansas, Fayetteville.	
Jim Donovan, California State University, Fullerton.	
Jason Doviak, Alfred State, the State University of New York College of Technology.	
Dena Freeman-Patton, California State University, Bakersfield.	
Dylan Gladney, Prairie View A&M University.	
G. Anthony Grant, Metropolitan State University of Denver.	
Mikayla Greenwood, Illinois College.	
Hannah Hinton, Mountain East Conference.	
Ashley Hodges, Southern Vermont College.	
Samantha Kastner, Notre Dame of Maryland University.	
John Kietzmann, Metropolitan State University of Denver.	
Donna Ledwin, Allegheny Mountain Collegiate Conference.	
Suzette McQueen, Central Intercollegiate Athletic Association.	
Millie Micho, Duquesne University.	
José Rodriguez, Cabrini University.	
Taunita Stephenson, Lander University.	
Denise Udelhofen, Loras College.	
Alisa White, Austin Peay State University.	
<b>Absentees:</b>	
Alisse Ali-Joseph, Northern Arizona University.	
Anne Blackhurst, Minnesota State University Moorhead.	
Soraya Coley, California State Polytechnic University, Pomona.	

Manuel Flores, Texas A&M University, Kingsville.
Kenneth Gormley, Duquesne University.
Josh Hess, Mount St. Joseph University.
Marc Johnson, University of Nevada, Reno.
Dawn Redd, Beloit College.
William Tsutsui, Hendrix College.
David Williams, Vanderbilt University.
<b>Guest in Attendance:</b>
None.
<b>NCAA Staff Liaisons in Attendance:</b>
Sahar Abdur-Rashid, Derrick Crawford, Jan Gentry, Karen Metzger, Sonja Robinson and Amy Wilson.
<b>Other NCAA Staff Members in Attendance:</b>
Katrice Albert, Gail Dent, Jennifer Fraser, Lynn Holzman, Maritza Jones, Yannick Kluch, Craig Malveaux, Louise McCleary, Jean Merrill, Amy Wimmer-Schwarb and Rachel Stark-Mason.



REPORT OF THE  
NCAA OLYMPIC SPORTS LIAISON COMMITTEE  
SEPTEMBER 20, 2018, MEETING

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **October 11-12, 2017, meeting report.** The NCAA Olympic Sports Liaison Committee approved the report as presented. Given the report's summary of discussion about Paralympic issues, NCAA staff noted some highlights from the United States Olympic Committee's early December 2017 Paralympic Summit.
2. **Committee charge and discussion.** The committee discussed its charge and affirmed the main tenets of the current stated purpose as included below. Further, the committee expressed an interest to find additional topics for collaboration, including student-athlete safety (i.e., SafeSport) and training opportunities. The committee discussed that sport-by-sport differences in the athlete development pipeline may call for varying levels of engagement between the NCAA and the national governing bodies.

*The purpose of the Olympic Sports Liaison Committee is to facilitate communication and understanding between the NCAA, the USOC and the national governing bodies. Through this communication the Olympic Sports Liaison Committee will assist the USOC and the national governing bodies in facilitating the best possible development of elite athletes within the context of the NCAA's commitment to education and a broad-based development of all student-athletes. The Olympic Sports Liaison Committee will provide an avenue of communication and access for the USOC and national governing bodies into the NCAA process and, where appropriate, make recommendations to the NCAA membership. Finally, the Olympic Sports Liaison Committee will strive to provide education to the USOC, national governing bodies and student-athletes regarding NCAA rules and regulations as they apply to world-class athletes.*

3. **NCAA Division I Competition Oversight Committee review of low-sponsorship sports and championships.** NCAA staff summarized the work to date by project consultant TSE Consulting to examine low-sponsored sports (less than 50 programs) and identify opportunities for enhancing the student-athlete experience and the delivery of the respective championships. As the sports identified are significant in the Olympic program, the committee continued to express interest in following the progress and outcomes of the study (consultant recommendations expected in January 2019).
4. **College basketball reform update and discussion.** NCAA staff provided a summary of actions taken by the NCAA Division I Board of Directors in response to recommendations generated by the Commission on College Basketball.

5. **Legislative update.** NCAA staff provided an update on recently adopted legislation and bylaw interpretations. Due to the shift in the Division I legislative timeline, a teleconference will be scheduled for November to review proposals in the current cycle relevant to the committee's work. In addition, the committee discussed the ways by which a sport without a substantial multisport conference base (e.g., fencing, field hockey, ice hockey) could propose new legislation, including through the committee itself.
6. **Updates from the NCAA Committee on Women's Athletics and NCAA Emerging Sports for Women Program.** NCAA staff highlighted key work from the Committee on Women's Athletics. The committee expressed continued interest to remain informed about the Emerging Sports for Women program and help national governing bodies, as needed, explore the program.
7. **Olympic Sports Liaison Committee outreach with national governing bodies.** The committee discussed the purpose and progress for individual committee member engagement with national governing bodies consistent with the mutual interests of the USOC and the NCAA. NCAA staff continues to work with USOC representatives to expand the list of participating national governing bodies and will finalize assignments and circulate a contact sheet to committee members during an upcoming teleconference.
8. **Meeting with representatives of national governing bodies.** The committee met with representatives from the USOC and several national governing bodies. USOC and NCAA staff provided updates to the group on the USOC Collegiate Advisory Council, as well as various NCAA topics, including legislation, the review of low-sponsorship sports and championships, and college basketball reform. For future engagement opportunities, committee members prioritized identifying specific points of interaction by sport or national governing body (for example, Emerging Sports for Women Program education or efforts to expand sponsorship for low-sponsored sports).
9. **Other business.** In other business, the committee agreed to schedule a November teleconference to discuss Division I legislative issues and review the national governing bodies outreach assignments.

*Committee Chair:* James Siedliski, American Athletic Conference  
*Staff Liaisons:* Alex Smith, Academic and Membership Affairs  
Liz Turner Suscha, Championships and Alliances



Report of the NCAA Olympic Sports  
Liaison Committee Meeting  
September 20, 2018

NCAA Olympic Sports Liaison Committee September 20, 2018, Meeting	
<b>Attendees:</b>	
Jessica Chapin, American International College.	
Ross Cobb, University of Arizona.	
Mikayla Costello, Willamette University, NCAA Division III Student-Athlete Advisory Committee (alternate).	
Nick Ely, Notre Dame College (Ohio).	
Sarah Fraser, Quinnipiac University.	
Bruce Gillman, Vassar College.	
Chris May, Saint Louis University.	
Craig McPhail, Lees-McRae College.	
Chase Pagani, Colgate University.	
Korinth Patterson, Mid-American Conference.	
Kate Roy, North Atlantic Conference, NCAA Division III management Council (alternate).	
James Siedliski, American Athletic Conference.	
Eric Zillmer, Drexel University.	
<b>Absentees:</b>	
Zach Cook, College at Brockport, State University of New York..	
Joe Walsh, Great Northeast Athletic Conference.	
<b>Guests in Attendance:</b>	
Representatives from national governing bodies: USA Archery; USA Basketball; USA Fencing; USA Field Hockey; USA Gymnastics; USA Hockey; USA Rowing; USA Softball; USA Swimming; USA Triathlon; USA Volleyball; USA Water Polo; USA Wrestling.	
Rick Adams, U.S. Olympic Committee.	
Emily Jensen, U.S. Olympic Committee.	
Sarah Wilhelmi, U.S. Olympic Committee.	
<b>NCAA Staff Liaisons in Attendance:</b>	
Alex Smith and Liz Turner Suscha.	
<b>Other NCAA Staff Members in Attendance:</b>	
None.	



**REPORT OF THE  
NCAA PLAYING RULES OVERSIGHT PANEL  
SEPTEMBER 12, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

- 1. Welcome and announcements.** The chair welcomed those on the call and thanked everyone for their time.
- 2. Duties and conflict of interest.** The panel reviewed the panel duties and the Conflict of Interest Policy from the Playing Rules Oversight Panel Policies and Procedures Manual.
- 3. Review of the PROP August 15, 2018, teleconference report.** The panel approved the August 15 teleconference report.
- 4. NCAA Men's Lacrosse Rules Committee annual meeting report, comment period report and September 7 teleconference report.** The panel reviewed the men's lacrosse committee's August 8-10 annual meeting report and September 7 teleconference report. It was noted that the committee adjusted one of its initial proposals regarding the shot clock period after the comment period and also rescinded a proposal based on the adjustment. The shot clock period will be 80 seconds once possession is established, making the process simpler to understand and adjudicate. Finally, the panel reviewed and approved separately the mandate to have, by the 2021 competition season, two shot clocks that are able to be reset to more than one number.
- 5. NCAA Women's Beach Volleyball Committee annual meeting report and comment period report.** The panel reviewed the beach volleyball committee's July 30-31 annual meeting report and approved two rules modifications, which included mandating a referee stand beginning with the 2019-20 season and requiring the visiting team to ensure that its uniform top is of a contrasting color to that selected by the home team.
- 6. Future meeting dates and times.** The committee was reminded of the annual meeting at the 2019 NCAA Convention (Wednesday, January 23, 2019, in Orlando).
- 7. Other business.** The panel had no other business.
- 8. Adjournment.** The teleconference was adjourned at 1:26 p.m. Eastern time.

*Committee Chair: Jeff Hurd, Western Athletic Conference*

*Staff Liaisons: Ben Brownlee, Championships and Alliances, Playing Rules and Officiating  
Dan Calandro, Championships and Alliances, Playing Rules and Officiating  
Ashlee Follis, Championships and Alliances, Playing Rules and Officiating  
Ty Halpin, Championships and Alliances, Playing Rules and Officiating  
Rachel Seewald, Championships and Alliances, Playing Rules and Officiating  
Andy Supergan, Championships and Alliances, Playing Rules and Officiating*

NCAA Playing Rules Oversight Panel September 12, 2018, Teleconference	
<b>Attendees:</b>	
Jennifer Heppel, Patriot League.	
Jeff Hurd, Western Athletic Conference.	
Julie Johnson, Ripon College.	
Dave Roach, Fordham University.	
Chris Schneider, Big East Conference.	
Ronda Seagraves, Concordia University Texas.	
Gary Williams, Wittenberg University.	
Matt Wilson, Gulf South Conference.	
<b>Absentees:</b>	
Pat Britz, South Atlantic Conference.	
Larry Scott, Pac-12 Conference.	
Angie Torain, University of Notre Dame.	
Kevin White, Truman State University.	
<b>NCAA Staff Support in Attendance:</b>	
Ben Brownlee, Dan Calandro, Ashlee Follis, Ty Halpin, Rachel Seewald and Andy Supergan.	
<b>Other Guests in Attendance:</b>	
Tom Abbott, NCAA national coordinator of officials for men's lacrosse.	
Willie Scroggs, NCAA secretary-rules editor for men's lacrosse.	



REPORT OF THE  
NCAA POSTGRADUATE SCHOLARSHIP COMMITTEE  
DECEMBER 11, 2018, ELECTRONIC ACTION

**ACTION ITEMS.**

**1. Legislative Items.**

- None.

**2. Nonlegislative Items.**

- **NCAA Postgraduate Scholarship Committee public member vacancy.**
  - (1) Recommendation. That the NCAA Division I Council, and the NCAA Divisions II and III Management Councils appoint Caitlin Schwehofer, past postgraduate scholarship recipient from St. John's University, to the committee.
  - (2) Effective Date. Immediate.
  - (3) Rationale. Public member Aaron Braun unexpectedly stepped down from the committee. Per policy, the committee recommends its public members. The committee voted to approve the appointment of Caitlin Schwehofer, a previous postgraduate scholarship recipient, to fill its public member vacancy. The committee believes that Caitlin's knowledge of the selection process and criteria along with her continued work in the field of athletics will make her an effective committee member.
  - (4) Estimated Budget Impact. None.
  - (5) Student-Athlete Impact. None.

*Committee Chair: Julie Partridge, Southern Illinois University at Carbondale*  
*Staff Liaison: Lori Thomas, Administrative Services, Accounting*

NCAA Postgraduate Scholarship Committee December 11, 2018, Electronic Action	
<b>Participants:</b>	
Bert Carter, Sun Belt Conference.	
Joshua Doody, Notre Dame de Namur University.	
Gail Cummings-Danson, Skidmore College.	
Julie Partridge, Southern Illinois University at Carbondale.	
Kimberly Ross-Watkins, Morgan State University.	
Mattie White, Indiana University.	
<b>Non-Participants:</b>	
Aaron Braun, Adams State University	
<b>NCAA Staff Support:</b>	
None.	
<b>Other NCAA Staff Members Participating:</b>	
None.	

**REPORT OF THE  
NCAA RESEARCH COMMITTEE  
SEPTEMBER 20-21, 2018, MEETING**

**ACTION ITEMS.**

- **NONE.**

**INFORMATIONAL ITEMS.**

- 1. Discussion of the NCAA Graduate Student Research Grant Program process.** The NCAA Research Committee reviewed the 2018 grant program review process, which was adopted during the 2016 committee meeting. The committee determined the process ran smoothly and will maintain the format in the future. Minor suggestions were made for improving the 2019 call for proposals.
- 2. 2018 Graduate Student Research Grant Program selections.** The committee reviewed the Graduate Student Research Grant Program proposals and determined that it would fund the following five proposals:
  - a. Anna Baeth, University of Minnesota, Twin Cities: *Analyzing the Pathways of Women Head Coaches with a 20+ Year Career Longevity in NCAA D-I Sport*;
  - b. Jacob English, Georgia State University: *Removing Barriers to Academic Success among Male Division I Student-Athletes: A Mixed-Method Investigation of Social Identity Complexity as a Stereotype Threat Mitigation Strategy*;
  - c. Robert Hilliard, West Virginia University: *Stigma, Attitudes, and Intentions to Seek Mental Health Services in Student-Athletes*;
  - d. Lorin Mordecai, University of Connecticut: *Student-Athletes as Active Bystanders: Assessing Gender Role Conflict and Intentions to Access Sexual Assault Resources*; and
  - e. Elodie Wendling, University of Florida: *Career Identity Reformation in the Transition to Life After Sport: An Assessment of Identity Statuses, Psychosocial Functioning, and Transition Experiences of Former College Athletes*.
- 3. NCAA Research Committee Scholar Awards.** In addition to awarding the research grants, the committee honored three additional graduate students with \$1,000. They elected to name these scholarships NCAA Research Committee Scholar Awards. While the committee was unable to fund these projects through a research grant, they wanted to recognize these junior scholars for the contributions they are making in intercollegiate athletics research. The scholarships will be disbursed to each recipient's institution and applied to the student's

academic or research expenses through the financial aid or bursar's office. The recipients were Nikola Grafnetterova of Texas A&M University-Corpus Christi, Bethany Neeley of North Carolina State University and Christian Suero of George Mason University.

#### **4. Role of NCAA research in 2017-18 topical issues.**

**a. Division-specific engagement.** The committee was informed of the support NCAA research staff provided for the following division-specific committees and topical issues:

- (1) NCAA Division I Council Transfer Working Group.
- (2) NCAA Division I Student-Athlete Advisory Committee and NCAA Division I Council Student-Athlete Experience Committee efforts to address early recruiting.
- (3) NCAA Division II Student-Athlete Advisory Committee time demands and "voluntold" activities.
- (4) NCAA Division III Graduation Rates for NCAA Division III Management Council and NCAA Division III Presidents Council.

**b. NCAA Sport Science Institute Mental Health Taskforce and Pain Management Taskforce.** The committee learned about the Sport Science Institute's (SSI) Pain Management Summit held in summer 2018 and how research staff presented select data related to injury and narcotic use from the GOALS and Substance Use surveys for those in attendance. Additionally, the committee was informed about a pain management survey designed in collaboration with SSI staff and administered to campus athletic trainers and team physicians that also informed those attending the pain summit.

**c. NCAA Library support for concussion litigation.** Staff informed the committee about the library's role in providing support to both internal and external counsel seeking historical documents related to ongoing concussion litigation.

**d. Faculty perspectives on intercollegiate athletics survey.** The committee was given a preliminary look at findings from a recent survey of faculty on NCAA member campuses examining their perceptions of various aspects of intercollegiate athletics.

- e. **NCAA Sports Wagering Internal Working Group.** The committee learned that data from the NCAA National Study on Collegiate Wagering would inform an internal team of subject matter experts currently tasked with exploring how best to protect game integrity, monitor betting activity, manage sports data and expand educational efforts.
- 5. **Ongoing research efforts.** The committee received updates on the following items from the research staff:
  - a. **NCAA Division II Census.** Staff provided the committee with information about the methods and dissemination of the Division II Census and shared key findings.
  - b. **NCAA Division III Membership Survey.** Staff provided information regarding the recently completed Division III Membership Survey and the committee reviewed key findings.
  - c. **Texas Longitudinal Study.** The committee was updated regarding an ongoing research collaboration between the research staff and the University of Texas at Dallas that merged data from the Texas Longitudinal Study with NCAA student-athlete academic data to further explore the role of athletics in retention and persistence across the K-16 timeframe.
  - d. **2019 NCAA GOALS Survey.** The committee was informed about the upcoming GOALS survey, which will be on campus in December 2018. The data collection process will end in May 2019. Preliminary findings will be shared at the Faculty Athletics Representative Association annual meeting in November 2019, with full results presented at the 2020 NCAA Convention.
  - e. **NCAA Innovations in Research and Practice Grant Program update.** The committee was apprised of the current funded projects, timeline for the 2019 call for proposals and plans for sharing the 2018 project findings at the 2019 NCAA Convention.
  - f. **Data sharing efforts.** The committee was apprised of the research department's efforts in updating the research website, ongoing social media efforts and the moving of a range of datasets into Tableau, a data visualization software.
- 6. **2017 NCAA Graduate Student Research Grant data blitz.** Committee members joined national office staff for a data blitz presented by the 2017 NCAA Graduate Research Grant Program recipients. The following presentations from the 2017 cycle of the grant program were given:



- a. *"I didn't learn that from the playbook, Coach:" The impact of coaches' identity and team climate on student-athlete development* by Brianna L. Anderson, University of Illinois, Champaign;
  - b. *Tackling the Everyday: Race, Family, and Nation in Big-Time College Football* by Tracie Canada, University of Virginia;
  - c. *An Examination of Coach Provided Social Support to Injured Athletes* by Stefanee Maurice, University of West Virginia; and
  - d. *From Courts to Careers: Former Women Student-Athlete Transitions from College to Adulthood* by Anna E. Acosta Russian; Indiana University, Bloomington.
7. **2017 NCAA Graduate Student Research Grantee panel discussion.** The 2017 grantees met privately with the committee to discuss their research and next steps for their funded projects.
  8. **Chair selection.** The committee agreed to seek nominations for a new chair to serve a two-year term, from January 1, 2019, to December 31, 2020. Nominations are due November 12, 2018, and the election (by online ballot) will take place the week of December 3-9, 2018.
  9. **Approval of meeting reports.** The committee approved reports from the September 28-29, 2017, meeting and the June 28, 2018, teleconference.
  10. **Future meetings.** The committee determined that mid-to-late September is a preferable meeting time. The chair will poll committee members to determine availability for the annual meeting in Indianapolis in September 2019.

*Committee Chair: Kurt Beron, University of Texas at Dallas*  
*Staff Liaison: Lydia Bell, Research*

<b>Research Committee September 20-21, 2018, Meeting</b>	
<b>Attendees:</b>	
Nicole Annaloro, Notre Dame de Namur University.	
Kurt Beron, University of Texas at Dallas.	
Michael Cerino, Limestone College.	
Mark Davis, University of Evansville.	
Rebecca Kimball, Wellesley College.	
Eric Laudano, University of Pennsylvania.	
Timothy Millerick, Austin College.	
Adrienne Ridgeway, Marquette University.	
Craig Stevens, West Chester University of Pennsylvania.	
Kyle Young, Clemson University.	

<b>Guests in Attendance (2017 Grant Recipients):</b>
Brianna L. Anderson, University of Illinois, Champaign.
Tracie Canada, University of Virginia.
Stefanee Maurice, University of West Virginia.
Anna E. Acosta Russian; Indiana University, Bloomington.
<b>NCAA Staff Support in Attendance:</b>
Lydia Bell.
<b>Other NCAA Staff Members in Attendance:</b>
Sara Clark, Markie Cook, Eric Hartung, Nicole Hollomon, Keke Liu, Michael Miranda, Tom Paskus and Jennifer Smith.

**2019 NCAA Convention Division III Legislative Proposals**  
**Question and Answer Guide**

**Approved November 15, 2018, by the**  
**NCAA Division III Interpretations and Legislation Committee**

*Please note this is the first edition of the 2019 NCAA Convention Division III Legislative Proposals Question and Answer Guide. Future editions may be developed as questions are presented to the NCAA staff or the NCAA Division III Interpretations and Legislation Committee. On release of subsequent editions of this guide, newly approved questions and answers will be shaded in gray.*

## **DIVISION III LEGISLATIVE PROPOSALS**

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### Understanding How to Read the 2019 NCAA Convention Division III Official Notice.

1. How to read the NCAA Division III legislative proposals. When reviewing legislative proposals, it is important to note that:
  - a. The letters and words that appear in ~~italics and strikethrough~~ are letters and words in the current NCAA Division III rule that would be deleted with the adoption of the proposal;
  - b. The letters and words that appear in **bold face and underlined** are letters and words that would be added with the adoption of the proposal; and
  - c. The letters and words that appear in normal text are letters and words in the current Division III rule that would remain unchanged with the adoption of the proposal.

2. What appears in the white pages of the NCAA Division III Official Notice?

The white pages of the NCAA Division III Official Notice contain the legislative proposals that will be voted on individually at the NCAA Division III business session. Anticipated questions and answers related to each of the proposals appearing in the white pages are contained in this question and answer guide.

3. What is the difference between the NCAA Division III Presidents Council grouping and the general grouping of proposals?

The Presidents Council has determined that it will focus primarily on those national issues in Division III athletics that prompt widespread concern among Division III chancellors or presidents.

The Presidents Council has identified three proposals that it believes are of particular interest to Division III chancellors or presidents and has included them in the Presidents Council grouping. The remaining proposals are included in the general grouping. All proposals have been identified by the Presidents Council for a roll-call vote.

4. What appears in the blue pages of the Official Notice?

- The blue pages of the Official Notice contain three types of legislative proposals. The proposals appearing in the blue pages have already been adopted by the authority of the NCAA Division III Management Council. These proposals have an immediate effective date from the time of adoption. These groups of proposals will be ratified by the NCAA Division III membership during the Division III business session. If a delegate objects to the incorporation of any one of these legislative proposals, that objection should be raised prior to the ratification of the

package of proposals. (It is preferred that any delegate intending to raise an objection also inform a member of the NCAA academic and membership affairs staff of that intent before the Division III business session.) The Division III membership would then vote on the proposal in question via a separate action.

The question and answer document does not address proposals that are included in the blue pages. The blue pages, however, include an "additional information" section with each proposal that provides additional clarification regarding the proposal.

The three types of legislation contained within the blue pages are listed below.

- (1) Interpretations to be incorporated in the 2019-20 NCAA Division III Manual. These interpretations have already been accepted by the membership and the only issue that is before the membership is whether they should be set forth in the Division III Manual.
- (2) Noncontroversial legislation adopted by the Management Council. These proposals constitute all noncontroversial legislative changes the Management Council has adopted during the past year. The Management Council is permitted to adopt such legislation, if it is necessary, to promote the normal and orderly administration of the Association's legislation.
- (3) Modifications of wording. These proposals are modifications to current legislation that have been shown to be consistent with the intent of the membership in adopting the current legislation. To approve such a change, the Management Council has determined that sufficient documentation and testimony exists to establish clearly that the original wording of the legislation requires modification to better reflect the original intent.

**Questions and Answers**  
**2019 NCAA Convention Division III Legislative Proposals**

**NCAA Division III Proposal Number 2019-1 (2-1).**

**Title:** ORGANIZATION – BOARD OF GOVERNORS – INDEPENDENT MEMBERS.

**Effective Date:** August 1, 2019.

**Source:** NCAA Board of Governors.

**Intent:** To amend the legislation related to the NCAA Board of Governors, as follows: (1) Increase the number of members from 20 to 25 by adding five independent voting members; (2) Define an independent member; (3) Specify that an independent member shall be appointed to a three-year term that is renewable for an additional three-year term, and that an independent member who has served two terms shall not serve further; (4) Specify that the Board of Governors shall issue a call for nominations when a vacancy for an independent member occurs; and, (5) Specify that the Board of Governors shall serve as the final authority for the selection of and additional duties assigned to the independent members.

**Question No. 1:** What is the Board of Governors?

**Answer:** The Board of Governors is the highest governance body in the NCAA and focuses on strategic discussions that impact the Association as a whole. Members have a fiduciary responsibility to act in the best interest of the overall Association, rather than the interest of any particular division, conference, school or sport.

**NOMINATIONS**

**Question No. 2:** When will the Board of Governors issue a call for nominations for independent members?

**Answer:** A call for nominations for the inaugural group of five independent members will be issued shortly after adjournment of the 2019 NCAA Convention. Thereafter, a call for nominations will occur when a vacancy for an independent member is available on the board.

**Question No. 3:**      Who is eligible to serve as an independent member?

**Answer:**              An independent member shall not be employed by any member school, conference or affiliate members. Further, certain individuals may not be eligible to serve given a potential conflict of interest. Independent governor nominees will be required to disclose specific relationships and conflicts of interest ahead of their nomination. These may include, but are not limited to,

- An immediate family relation to a member of NCAA national office staff.
- An immediate family relation to a membership president/chancellor, commissioner or director of athletics.
- Member of the board of trustees/regents, etc., of a member institution.
- Parent/guardian of a current NCAA student-athlete.
- Employed by a professional sports organization.
- Employed by an athletics apparel organization.
- Employed by an NCAA corporate champion or partner.
- Employed by an NCAA media partner.
- Employed by a supplier to the NCAA national office of goods or services.
- Consultant or contractor to the NCAA national office.
- Booster who has donated a material contribution to a member institution's athletics department or conference.
- Ownership in establishments or casinos that conduct sports wagering.

None of the above automatically disqualifies a candidate, but it is important information for the Board of Governors Executive Committee to consider as it recommends nominees to the full Board of Governors for approval.

**Question No. 4:**      May any individual be nominated as an independent member of the Board of Governors?

**Answer:**              Yes, as long as they meet the requirements as an independent member.

**Question No. 5:**      May an individual self-nominate as an independent member?

**Answer:**              Yes.



**Question No. 6:**     Which entities (for example, active member conference, governance council or committee) may nominate an individual as an independent member of the Board of Governors?

**Answer:**            Any entity may nominate an individual.

#### NOMINATING COMMITTEE

**Question No. 7:**     What entity will serve as the nominating committee to vet the nominated individuals and recommend a slate of independent members for full approval by the Board of Governors?

**Answer:**            The Board of Governors Executive Committee.

**Question No. 8:**     Is the Executive Committee a standing committee of the Board of Governors?

**Answer:**            Yes.

**Question No. 9:**     What is the composition of the Executive Committee?

**Answer:**            The Executive Committee includes representation of all three divisions. Specifically, the committee includes the chair and vice chair of the Board of Governors (who must represent different divisions) and the members of the Board of Governors who are the chairs of each divisional presidential body (Division I Board of Directors, Division II Presidents Council, Division III Presidents Council).

**Question No. 10:**    Are substitutes permitted on the Executive Committee?

**Answer:**            No. However, in the event that the chair or vice chair of the Board of Governors also is a divisional chair, then that division shall designate another president who is already a member of the Board of Governors (for example, Council vice chair) to be a member and serve on the Executive Committee.

**Question No. 11:**    Will the composition of the Executive Committee be amended to add an independent member?

**Answer:**            Yes. The lead independent member will serve on the Executive Committee.

**Question No. 12:** How will the lead independent member be selected to serve on the Executive Committee?

**Answer:** The five independent members will vote annually to determine the lead independent member.

**Question No. 13:** Will the lead independent member have voting rights on the Executive Committee?

**Answer:** Yes.

**Question No. 14:** Will a third-party firm/search firm be used to help facilitate the nominations process.

**Answer:** Yes.

#### TERMS OF SERVICE

**Question No. 15:** What will be the term of office of independent members?

**Answer:** An independent member shall be appointed to a three-year term that is renewable for an additional three-year term. An independent member who has served two terms shall not serve further on the Board of Governors.

**Question No. 16:** When will the term of office begin for the inaugural group of five independent members?

**Answer:** Aug. 1, 2019.

**Question No. 17:** Will the inaugural group of five independent members have staggered terms for purposes of continuity?

**Answer:** Yes. The Board of Governors adopted a policy to create the following staggered terms for the inaugural group of five independent members:

- One independent governor — one-year term (Aug. 1, 2019, through Aug. 31, 2020), automatically renewed for an additional three-year term (Sept. 1, 2020, through Aug. 31, 2023).

- Two independent governors — two-year term (Aug. 1, 2019, through Aug. 31, 2021), automatically renewed for an additional three-year term (Sept. 1, 2021, through Aug. 31, 2024).
- Two independent governors — three-year term (Aug. 1, 2019, through Aug. 31, 2022), renewable for an additional three-year term (Sept. 1, 2022, through Aug. 31, 2025).

**Question No. 18:** What will be the term of office of the lead independent member?

**Answer:** An independent member shall serve no more than three years as the lead independent member.

#### DUTIES, RESPONSIBILITIES AND OBLIGATIONS

**Question No. 19:** What will be the duties and responsibilities of independent members?

**Answer:** Independent members will have the same duties and responsibilities of all members of the Board of Governors. See Constitution 4.1.2 (duties and responsibilities). In addition, independent members will be responsible for meeting current Board of Governors policies and procedures regarding the duty of care, duty of loyalty and duty of obedience.

**Question No. 20:** Will independent members be required to adhere to the NCAA conflict of interest policy, including disclosing any potential conflicts of interest?

**Answer:** Yes.

**Question No. 21:** Will each independent member have full voting rights on the Board of Governors?

**Answer:** Yes.

**Question No. 22:** Will independent members be eligible to serve on other committees of the Board of Governors, in addition to the Executive Committee?

**Answer:** Yes.

**Question No. 23:** Will independent members receive an orientation regarding duties, responsibilities and expectations before their service on the Board of Governors?

**Answer:** Yes, and it also will include an orientation from the leadership in each division on the philosophical, governance and financial priorities of the divisions.

**Question No. 24:** Will the NCAA cover limited expenses for independent members to travel to Board of Governors meetings?

**Answer:** Yes. Policies for reimbursement of travel expenses and per diem that apply to other members of the Board of Governors also will apply to independent members.

#### PRIOR DISCUSSIONS

**Question No. 25:** What was the result of prior discussions to expand the composition of the Board of Governors?

**Answer:** 2014 — The Board of Governors officially changed its name from the NCAA Executive Committee to better reflect its duties and responsibilities for the Association.

2015 — A vice chair position was approved for the Board of Governors, and the vice chair was required to be from a different division than the chair.

2017 — The Board of Governors accepted a recommendation from the Ad Hoc Committee on Structure and Composition that no change be made to the composition of the Board of Governors at that time. The ad hoc committee recommended that at the conclusion of the Division I Board of Directors' review, additional conversations may occur if the Board of Governors deems it appropriate.

**Question No. 26:** How was the structure and nominating process for the proposal developed?

**Answer:** A team of presidents representing all three divisions developed the process and recommended the Board of Governors sponsor legislation for an Association-wide vote.

## PROCEDURAL ISSUES

**Question No. 27:**     What is a dominant provision?

**Answer:**            A provision that applies to all members of the Association and is of sufficient importance to the entire membership that it requires a two-thirds vote of all delegates present and voting in a joint session at an annual or special Convention.

**Question No. 28:**     How are dominant provisions identified in the NCAA Manuals?

**Answer:**            The provisions are accompanied by an asterisk (\*).

**Question No. 29:**     Is the Board of Governors the only body that has the authority to sponsor an amendment to a dominant provision?

**Answer:**            Yes.

**Question No. 30:**     Does an active member institution or conference have the authority to sponsor an amendment-to-amendment of this proposal?

**Answer:**            No. The Board of Governors is the only body that may sponsor an amendment-to-amendment of a proposal amending a dominant provision.

**Question No. 31:**     Does an active member institution or conference have the authority to sponsor an amendment during the Association-wide business session at the NCAA Convention?

**Answer:**            No.

**Question No. 32:**     How does an institution or conference appoint a delegate to vote on this proposal?

**Answer:**            Presidents, chancellors, directors of athletics and commissioners will receive emails in mid-November providing instructions to gain entry to the school- or conference-specific Appointment of Delegate Form.

**Question No. 33:**     What is the date and time for the vote on this proposal?

**Answer:**            The discussion and vote will occur at the 2019 NCAA Convention on Thursday, Jan. 24, immediately after the NCAA Plenary Session: State of College Sports. The Association-wide Business Session will begin at 5:45 p.m. in Grand Ballroom 7-8 at the Orlando World Center Marriott.

**Question No. 34:** Will delegates be permitted to discuss the proposal during the session before the vote?

**Answer:** Yes. Delegates with speaking rights will be permitted to discuss the proposal on the floor before the vote. Delegates with speaking rights include the following individuals (see Division I Constitution 5.1.3.5.1; Divisions II and III Constitution 5.1.3.6.1):

- The three or four accredited delegates representing an active member institution or conference with voting privileges (see Constitution 5.1.3.1.1).
- The single accredited delegate representing a member conference without voting privileges (see Constitution 5.1.3.1.2) or the single accredited delegate representing an affiliated or provisional member.
- Any member of the Board of Governors, the divisional governance entities in Constitution 4 (for example, Board of Directors; Presidents Council; Management Council), and the respective chairs of the NCAA committees listed in Bylaw 21.
- Any member of a division's national Student-Athlete Advisory Committee.

**Question No. 35:** What is the process for voting?

**Answer:** The proposal will be voted on by roll call. Each active member institution and conference present for the Association-wide Business Session will be permitted to register one vote on the proposal via an electronic voting unit.

**Question No. 36:** Will each divisional Student-Athlete Advisory Committee have one vote respectively on this proposal?

**Answer:** No.

**Question No. 37:** Is a quorum required for the vote?

**Answer:** Yes. One hundred active member institutions and conferences constitute a quorum for the transaction of the Association's business.

**Question No. 38:**     May an active member institution or conference vote by proxy?

**Answer:**             No.

**Question No. 39:**     When and where does the voting delegate from an active member institution or conference obtain the smart card and voting unit?

**Answer:**             The smart card will be included in the active member institution or conference voting delegate's packet upon pickup from Convention registration. The voting units will be available to the voting delegates on the day of the vote and before entry in the ballroom where the vote will take place.

**Question No. 40:**     Will reconsideration of the original vote on the proposal be permitted?

**Answer:**             Yes. After an affirmative or negative vote on an amendment to a dominant provision, any delegate who voted on the prevailing side in the original consideration may move for reconsideration. Only one motion for reconsideration is permitted.

**Division III Proposal Number 2019-2 (2-7).**

**Title:**                PLAYING AND PRACTICE SEASONS – FOOTBALL  
ESTABLISHING PRESEASON START DATE 23 DAYS BEFORE THE  
INSTITUTION'S FIRST CONTEST.

**Effective Date:**     August 1, 2019.

**Source:**             NCAA Division III Presidents Council [Management Council (Playing  
and Practice Seasons Subcommittee)].

**Intent:**             To amend the football preseason legislation as follows: (1) Establish the first permissible practice date as 23 days before the institution's first regular season contest; and (2) Require a day off from physical athletically related activity during each week of the preseason following the five-day acclimatization period.

**Question No. 1:**     How is the current football first practice date determined?

**Answer:**

The first permissible practice date in football is determined by a counting method based on the institution's first day of classes and the first contest. The counting method is described in terms of "practice opportunities." It is important to recognize that this is only a counting method to determine the first permissible practice date and not intended to identify the minimum required "practice opportunities." The calculation consists of 25 "practice opportunities" as follows:

- Count one practice opportunity for each day beginning with the opening day of classes and one practice opportunity for each day classes are not in session in the week of the first scheduled intercollegiate contest.
- Count practice opportunities on an alternating basis in a two-one-two-one format (i.e., the first of the remaining days is counted as two, the next day is counted as one, the next as two, etc.) up to and including the 20th opportunity.
- Count one practice opportunity for each of the five days before the day of the 20th opportunity. The institution shall not count any days during the preseason when all institutional dormitories are closed; the institution's team must leave campus and practice is not conducted.
- Count Sundays before the institution's opening day of classes and exclude Sundays after the institution's opening day of classes.

**Question No. 2:**

How does the current rule compare to the proposed rule?

**Answer:**

The first permissible practice date will be determined by counting back 23 days before the first actual contest date for the institution as opposed to counting back based on the practice opportunities formula (as described in the Answer to Question No. 1). Additionally, institutions would not be permitted to conduct physical athletically related activity one day per week of the preseason following the five-day acclimatization period. There are no such comparable restrictions under the current rule.



**Question No. 3:**      If this proposal is adopted, how will it impact the first practice date?

**Answer:**              The following four charts (first two address the 2019 season, with the latter two addressing the 2020 season) compare the practice start date pursuant to the current rule with the proposed start date.

The first chart below compares the current rule with the proposal when the institution competes the first week of the 2019 season. The second chart makes the same comparison for an institution that conducts its first contest the second week of the 2019 season.

<b>First Game 2019</b>	<b>First Day of Class</b>	<b>First Practice if Maintain Current Rule with Waiver</b>	<b>Proposal Recommendation: First Practice 23 Days*</b>
September 7	August 19	August 10	August 15
September 7	August 20	August 10	August 15
September 7	August 21	August 11	August 15
September 7	August 22	August 11	August 15
September 7	August 23	August 11	August 15
September 7	August 26	August 13	August 15
September 7	August 27	August 13	August 15
September 7	August 28	August 14	August 15
September 7	August 29	August 14	August 15
September 7	August 30	August 14	August 15
September 7	September 2	August 16	August 15
September 7	September 3	August 16	August 15
September 7	September 4	August 17	August 15
September 7	September 5	August 17	August 15
September 7	September 6	August 17	August 15

\* First permissible administrative day is August 13.

<b>First Game 2019</b>	<b>First Day of Class</b>	<b>First Practice if Maintain Current Rule with Waiver</b>	<b>Proposal Recommendation: First Practice 23 Days *</b>
September 14	August 19	August 15	August 22
September 14	August 20	August 15	August 22
September 14	August 21	August 15	August 22
September 14	August 22	August 15	August 22
September 14	August 23	August 15	August 22
September 14	August 26	August 17	August 22
September 14	August 27	August 17	August 22

September 14	August 28	August 18	August 22
September 14	August 29	August 18	August 22
September 14	August 30	August 18	August 22
September 14	September 2	August 20	August 22
September 14	September 3	August 20	August 22
September 14	September 4	August 21	August 22
September 14	September 5	August 21	August 22
September 14	September 6	August 21	August 22

\* First permissible administrative day is August 20.

The first chart below compares the current rule with the proposal when the institution competes the first week of the 2020 season. The second chart makes the same comparison for an institution that conducts its first contest the second week of the 2020 season.

<b>First Game 2020</b>	<b>First Day of Class</b>	<b>First Practice if Maintain Current Rule with Waiver</b>	<b>Proposal Recommendation: First Practice 23 Days*</b>
September 5	August 17	August 8	August 13
September 5	August 18	August 8	August 13
September 5	August 19	August 9	August 13
September 5	August 20	August 9	August 13
September 5	August 21	August 9	August 13
September 5	August 24	August 11	August 13
September 5	August 25	August 11	August 13
September 5	August 26	August 12	August 13
September 5	August 27	August 12	August 13
September 5	August 28	August 12	August 13
September 5	August 31	August 14	August 13
September 5	September 1	August 14	August 13
September 5	September 2	August 15	August 13
September 5	September 3	August 15	August 13
September 5	September 4	August 15	August 13

\* First permissible administrative day is August 11.

<b>First Game 2020</b>	<b>First Day of Class</b>	<b>First Practice if Maintain Current Rule with Waiver</b>	<b>Proposal Recommendation: First Practice 23 Days *</b>
September 12	August 17	August 13	August 20
September 12	August 18	August 13	August 20
September 12	August 19	August 13	August 20
September 12	August 20	August 13	August 20
September 12	August 21	August 13	August 20
September 12	August 24	August 15	August 20
September 12	August 25	August 15	August 20
September 12	August 26	August 16	August 20
September 12	August 27	August 16	August 20
September 12	August 28	August 16	August 20
September 12	August 31	August 18	August 20
September 12	September 1	August 18	August 20
September 12	September 2	August 19	August 20
September 12	September 3	August 19	August 20
September 12	September 4	August 19	August 20

\* First permissible administrative day is August 18.

**Question No. 4:** If an institution's first contest is on Thursday of the first permissible weekend, may an institution count back 23 days from that Thursday to determine the first permissible practice date?

**Answer:** Yes. (See Question No. 1 for Proposal No. 2019-2-1 for application if the amendment-to-amendment is adopted.)

**Question No. 5:** Is a team limited to 21 on-field practice days before the first-actual contest date?

**Answer:** Yes. The proposal would allow for up to 21 on-field practice days while still prohibiting physical athletically related activities on two days during the preseason practice period.

**Question No. 6:** Is prohibiting physical athletically related activity one day each week after the acclimatization period but before classes are in session currently legislatively required?

**Answer:** No. The Interassociation Consensus Recommendations on Year-Round Football Practice Contact for College Student-Athletes, however, include a recommendation for a day off per week. The proposed change is consistent with these recommendations.

**Question No. 7:** What is considered physical athletically related activity?

**Answer:** Physical athletically related activities include (but are not limited to) weight training, strength and conditioning and on-field activities. Leadership programs that include physical activity such as rope course, SEAL training, etc. are also considered physical athletically related activities. Other leadership programming, film review and team meetings are not considered physical athletically related activities and, therefore, may occur any day of the preseason before classes are in session. Medical treatments, including rehabilitative exercises are permitted.

**Question No. 8:** Is the prohibition of physical athletically related activity on one day each week of the preseason after the acclimatization period different than the day off requirement after classes have started?

**Answer:** Yes. After classes have started institutions are required to provide the student-athletes a day off per week of all athletically related activities.

**Question No. 9:** If this proposal is adopted, when is it permissible for a football team to report to campus for the first permissible practice date?

**Answer:** The proposal does not change the allowable administrative days that apply to all fall sports. Therefore, institutions may issue equipment and take team pictures the day before the first permissible practice date and, if they do that, then they may start providing expenses with an evening meal and lodging the night before the equipment issue/picture day. No athletically related activity may occur until the first permissible practice date.

**Question No 10:** If this proposal is not adopted, how will institutions determine the first permissible practice date in football?

**Answer:** If the proposal is not adopted then the current football playing and practice season legislation would remain in place. (See Question No. 1 for the current method of determining the first permissible practice date).

**Question No. 11:** May an institution vote on this proposal if it does not sponsor football?

**Answer:** Yes. As all issues may have broader philosophical and practical impact, Division III does not prohibit an institution from voting on a proposal that addresses a sport that the institution does not sponsor.

**Division III Proposal Number 2019-2-1.**

**Title:** PLAYING AND PRACTICE SEASONS – FOOTBALL ESTABLISHING PRESEASON START DATE 23 DAYS BEFORE THE INSTITUTION'S FIRST CONTEST – EXCEPTION THURSDAY CONTEST.

**Effective Date:** August 1, 2019.

**Source:** Presidents Council (Management Council).

**Intent:** To establish that the first permissible practice date for an institution that conducts its first contest on the Thursday of the opening weekend is 23 days before the following Friday.

**Question No. 1:** How does this amendment-to-amendment change the original proposal?

**Answer:** This amendment-to-amendment would alter the count back method if the first contest is the Thursday of opening weekend. Specifically, rather than counting back from the actual contest, the institution would count back 23 days from the Friday following the first contest.

**Question No. 2:** What is the process for voting on an amendment-to-amendment?

**Answer:** There will effectively be two votes, as follows:

- Proposal No. 2019-2 will be introduced to the membership.
- A member of Presidents Council will stand and move the proposal and it will be seconded.
- Proposal No. 2019-2-1 (the amendment-to-amendment) will then be introduced to the membership; it will be moved and seconded.
- After discussion, the first vote is to determine if the membership wants to amend Proposal No. 2019-2 as set forth in Proposal No. 2019-2-1.

- If the membership votes, "yes" on the first vote, then the second vote is to approve or defeat Proposal No. 2019-2 as amended.
- If the membership votes "no" on the first vote, then the second vote is to approve or defeat Proposal No. 2019-2 as originally submitted.

**Division III Proposal Number 2019-3 (2-6).**

**Title:** PLAYING AND PRACTICE SEASONS – FIELD HOCKEY AND SOCCER PRESEASON – ESTABLISHING A THREE-DAY ACCLIMATIZATION PERIOD.

**Effective Date:** August 1, 2019

**Source:** City University of New York Athletic Conference and New Jersey Athletic Conference.

**Intent:** To amend preseason practice in the sports of field hockey and soccer as follows: (1) To add three additional days to the preseason practice period; (2) To require an acclimatization period during the first three days of the preseason practice period, during which a team would be limited to one-single practice session not longer than three hours in duration, followed by a one-hour walk through, with a minimum of three hours of rest required in between the two activities; and (3) To mandate that on every preseason practice day following the three-day acclimatization period, a team would be limited to conducting no more than two on-field practices per day and a maximum of six hours of athletically related activity total during the two practices combined, with a minimum of three hours of rest required in between practice sessions.

**Question No. 1:** How is the proposed legislation different from the current legislation?

**Answer:** The proposed legislation includes three changes to the legislation:

(1) Preseason practice period. The proposed legislation would add up to three days to the current formula for calculating the first permissible practice date.

(2) Establish an acclimatization period. The current legislation does not have an acclimatization period for the sports of field hockey and soccer. The proposed legislation would create an acclimatization period during the first three days of the preseason practice period. During this period, a team

would be limited to one practice session (no longer than three hours in duration) and a one-hour walk through with a minimum of three hours rest required in between the two activities.

(3) Limiting athletically related activity after the acclimatization period. The current legislation does not provide any restrictions on the duration of athletically related activity or prescribe any rest periods during the preseason practice period. The proposed legislation would require that after the acclimatization period, field hockey and soccer teams are limited to two on-field practices per day and a maximum of six hours of athletically related activity combined between the two sessions. The proposed legislation would also require a minimum of three hours of rest between the two practice sessions.

**Question No. 2:** May student-athletes participate in required team meetings or weight training during the rest period?

**Answer:** No, but during the recovery time, student-athletes may receive medical treatment and eat meals.

**Question No. 3** Does this proposal require an institution to add three days to the preseason?

**Answer:** No. However, institutions would be required to implement a three-day acclimatization period regardless of when practice begins. Institutions would also have to abide by the on-field time limitations set forth in the proposal.

**Question No. 4** Does the acclimatization period set forth in the proposal apply to the team or the individual student-athlete?

**Answer:** Each student-athlete would have to participate in three days of acclimatization. If a student-athlete does not start practice until the second day of the preseason, that student-athlete would still need to complete three acclimatization days.

**Division III Proposal Number 2019-4 (2-2).**

**Title:** MEMBERSHIP – ACTIVE MEMBERSHIP – CONDITIONS AND OBLIGATIONS OF MEMBERSHIP – ACADEMIC SUCCESS RATE.

**Effective Date:** August 1, 2019.

**Source:** NCAA Division III Presidents Council [Management Council (Diversity and Inclusion Working Group)].

**Intent:** To include as a condition and obligation of Division III active membership, that an institution submit on an annual basis student-athlete graduation rate data for the academic success rate in a form prescribed by the Management Council; further to establish that annual championships eligibility is contingent upon submission of the student-athlete graduation rate data.

**Question No. 1:** What does the current legislation require institutions to report?

**Answer:** Currently, Division III member institutions are required to annually submit both student-body enrollment and student-body graduation information to the NCAA. Additionally, institutions have been able to voluntarily submit student-athlete graduation rate data.

**Question No. 2:** If the proposal is adopted, what would change?

**Answer:** Division III member institutions would be required to submit annually their student-athlete graduation rate data. Institutional and student-athlete eligibility for NCAA championships would be contingent upon submission of student-athlete graduation rate data.

**Question No. 3:** When would an institution be required to start submitting this information?

**Answer:** An institution would be required to submit its student-athlete graduation rate data beginning March through June 1, 2020.

**Question No. 4:** What group (cohort) of student-athletes would be in the data submitted by June 1, 2020?

**Answer:** The cohort would be student-athletes in the 2013 cohort.

**Question No. 5:** Which student-athletes would be included in the 2013 cohort?



**Answer:** The institution must report data for any student-athlete who was on a team's roster on or after the first date of competition for the championship segment during the student-athlete's first year at the institution in 2013-14. The 2013 cohort for student-athlete graduation rate data would be identified using a similar process the institution is using to identify the cohort for mandatory student-athlete financial aid reporting for the 2013-14 academic year. For example, the 2013 cohort would include, but is not limited to the following:

(1) A freshman who enrolled at your institution in the 2013 fall term for the student-athlete's first full-time postsecondary enrollment and was on the roster on the first date of competition during the traditional segment; and

(2) A student-athlete whose first full-time postsecondary enrollment was the 2013 fall term at a *different* institution and then transferred into your institution in any term after the fall of 2013 and was on the roster after the first contest in their first year of full-time enrollment at your institution.

**Question No. 6:** What information does an institution need to report for student-athletes identified in a cohort?

**Answer:** For each student-athlete in the cohort, an institution will need to provide one of the following outcomes:

(1) Graduated (i.e., student-athlete graduated at your institution within the six-year period);

(2) Did not graduate/Did not leave eligible (e.g., student-athlete did not graduate within six years of initial-collegiate enrollment; student-athlete transferred while considered academically ineligible at your institution);

(3) Left academically eligible with athletics eligibility remaining (i.e., student-athlete left or transferred from your institution eligible prior to graduation); and

(4) Exclusion (e.g., student-athlete is permanently disabled and unable to return to school; student-athlete left your institution to serve in the armed forces).

**Question No. 7:** Does the institution have to report the final outcome for a student-athlete in the cohort that subsequently leaves the team and/or the institution?

**Answer:** Yes. Once a student-athlete is in the cohort, the student-athlete remains part of the cohort, including student-athletes who quit the team but remain at or leave/transfer from the institution.

**Question No. 8:** How will student-athlete graduation rate data be submitted?

**Answer:** Institutions will use the NCAA Academic Portal to submit all required academic success rate data: (1) Student-body enrollment information; (2) Student-body graduation rate information; and (3) Student-athlete graduation rate information. The Academic Portal is the same system all institutions have been using to report Item Nos. 1 and 2 to-date.

**Question No. 9:** What happens if an institution does not submit the required academic success rate data?

**Answer:** The institution's teams and its student-athletes would not be eligible for any NCAA championships for that year.

**Question No. 10:** Will the institutional level data be shared publicly?

**Answer:** No. The institutional level student-athlete graduation rate data will not be available publicly. The information can only be accessed by your institution via the Academic Portal which is password protected and part of the NCAA single-source sign-on system. The public and other institutions may view your institution's student-body enrollment and student-body graduation information on [www.ncaa.org](http://www.ncaa.org).

**Question No. 11:** How can member institutions access their own data?

**Answer:** Once an institution submits the student-athlete graduation rate data in the Academic Portal, it can always access that information via the portal; there is no formal distribution or sharing of information to the institution. Institutions may view their student-athlete graduation rates in either the Academic Portal or the NCAA Institutional Performance Program.

**Question No. 12:** Will institutions continue to receive the payments they currently receive for voluntarily reporting student-athlete graduation rate data to the NCAA?

**Answer:** Institutions would no longer receive the current honorarium for voluntarily reporting the student-athlete graduation rate data.

**Division III Proposal Number 2019-5 (2-3).**

**Title:** AMATEURISM – PRE-ENROLLMENT EDUCATIONAL EXPENSES.

**Effective Date:** August 1, 2019

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Intent:** To permit individuals to accept educational expenses (e.g. tuition, fees, room, board and books) prior to collegiate enrollment from any individual or entity other than an agent, professional sports team/organization or representative of an institution's athletics interests, provided such expenses are disbursed directly through the recipient's educational institution (e.g., preparatory school, high school).

*Notice: On October 16, 2018, Management Council approved a blanket waiver allowing student-athletes that may have received pre-enrollment secondary educational expenses that are impermissible under the current rule but would be allowed under the proposal to continue to participate in athletics pending the vote at Convention. If the membership passes Proposal No. 2019-5, then those student-athletes would not have any eligibility ramifications. If the membership defeats the proposal, then those student-athletes would become ineligible subject to reinstatement.*

**Question No. 1:** What is a pre-enrollment educational expense?

**Answer:** A pre-enrollment educational expense is an expense for a prospective student athlete's secondary (i.e., high school or preparatory school) education, including but not limited to tuition, required course-related books, institutional fees, room and board.

**Question No. 2:** What is prohibited under the current rule?

**Answer:** A prospective student-athlete may not receive pre-enrollment educational expenses based in whole or in part on the individual's athletics ability. Under both the current and proposed rule, the secondary school is permitted to provide pre-enrollment educational expenses based on athletics in the form of a scholarship, grant or financial aid. Current legislation only prohibits outside organizations or individuals (i.e., outside of the secondary institution, parents or legal guardians) from providing prospective student-athletes pre-enrollment educational expenses based on athletics.

**Question No. 3:**      How does this proposal change the current rule?

**Answer:**              The proposal allows outside organizations or individuals to recognize athletics skill in the awarding of grants, scholarships, etc. to pay for secondary education, provided the payment is disbursed through the prospective student-athlete's secondary institution.

**Question No. 4:**      What would remain prohibited if the proposal is adopted?

**Answer:**              Prospective student-athletes would not be able to receive secondary educational expenses based on athletics ability from agents, professional sports teams/organizations and representatives of an institution's athletics interests.

**Question No. 5:**      What constitutes a professional sports team/organization?

**Answer:**              A professional team is any organized team/organization that declares itself to be professional or provides any of its players more than actual and necessary expenses for participation on the team. (NCAA Bylaw 12.02.5)

**Question No. 6:**      Is a Division III institution permitted to provide expenses for a prospective student-athlete to attend a secondary institution?

**Answer:**              No. Bylaw 13.14.1 prohibits an institution from paying for a prospective student-athlete's secondary education.

**Question No. 7:**      If adopted, would this legislation eliminate the requirement for Division III institutions to review pre-enrollment educational expenses as part of a student-athlete's amateurism review?

**Answer:**              No, because it remains impermissible for a representative of the institution's athletics interests, an agent or professional sports team/organization to provide such expenses.

**Question No. 8:**      May a host family of an international prospective student-athlete provide a prospective student-athlete secondary educational expenses based on the prospective student-athlete's athletics ability?

**Answer:**              Under this proposal, a host family of a prospective student-athlete would be able to provide pre-enrollment educational expenses, provided they are not representatives of the collegiate institution's athletics interests.

**Question No. 9:** What role, if any, could an institution's coach, who is also a high school coach, assist in securing a prospective student-athlete's pre-enrollment educational expenses from an individual or outside entity?

**Answer:** The coach could not be involved in securing or soliciting, in any way, financial assistance for a prospective student-athlete from an entity or individual outside the secondary educational institution to attend that secondary institution.

**Question No. 10:** Would an institutional employee's (in or outside the athletics department) child be permitted to receive pre-enrollment educational expenses based on athletics?

**Answer:** Yes, provided the institution's athletics department is not involved, in any way, with the awarding or selection of the educational expense recipients.

**Division III Proposal Number 2019-6 (2-5).**

**Title:** ELIGIBILITY – FINAL TERM BEFORE EXPERIENTIAL LEARNING REQUIREMENT.

**Effective Date:** August 1, 2019.

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Intent:** To extend the existing final term exception of the full-time enrollment requirement to include student-athletes that are carrying (for credit) all courses necessary to complete degree requirements but have an outstanding experiential learning requirement.

**Question No. 1:** What does the current legislative exception allow?

**Answer:** The current legislation allows a student-athlete to practice and compete while enrolled less than full time in the final semester/quarter of their academic program provided the student-athlete is carrying for credit all courses necessary to complete the degree. If the student-athlete has an outstanding experiential learning requirement that is not being taken that semester, then the student-athlete may not use this exception to participate while enrolled less than full time.

**Question No. 2:**      How would the proposal differ from the current legislation?

**Answer:**              If a student-athlete is carrying for credit the courses necessary to complete the degree requirements except for an outstanding experiential learning requirement, then the student-athlete can use the final term exception and practice and compete while enrolled less than full time.

**Question No. 3:**      What constitutes an experiential learning requirement?

**Answer:**              An experiential learning requirement is a learning opportunity that is required for the student's degree program in which the student engages in meaningful work or service intended to prepare the student for a career in the areas of work aligned with the baccalaureate degree. Experiential learning requirements include, but are not limited to, co-ops, internships, practicums and student teaching.

**Question No. 4:**      How would the proposed legislation apply to the following student-athletes?

**Example 1:** Student-athlete entering their ninth semester in the fall needs six credit hours and an experiential learning requirement (which the institution considers full time) to complete degree requirements.

**Answer:** For the student-athlete to be eligible for both the fall and spring semesters, the student-athlete would have the following options:

- a.        Take the experiential learning requirement in the fall and then in the spring take the six credit hours necessary to graduate; or
- b.        Take the six credit hours necessary to graduate in the fall and then in the spring take the experiential learning requirement.

**Example 2:** Student-athlete entering their ninth semester in the fall needs six credit hours and an experiential learning requirement (which the institution does not consider full time) to complete degree requirements:

**Answer:** For the student-athlete to be eligible for both the fall and spring semesters, the student would have the following options:

- a.        Take and pass the six credit hours in the fall and then in the spring take the experiential learning requirement as well as the credits necessary to be considered full time; or

- b. Take the experiential learning requirement as well as the credit hours necessary to be considered full time in the fall, and then only take the credit hours necessary to complete degree requirements in the spring.

**Question No. 5:** If a student-athlete participates while using the proposed exception, would the student-athlete be able to participate in athletics during the following term?

**Answer:** The student-athlete could participate in the term after using the proposed exception only if: (1) Student completed the credit hours necessary for their degree; (2) Student is taking the experiential learning requirement; and (3) Student is enrolled full-time (the student may not use an exception to be enrolled less than full-time and participate in athletics). If the experiential learning requirement is considered full-time by the institution, then the student-athlete may participate per Bylaw 14.1.8.1.6.4. If the experiential learning requirement is not considered full-time then the student-athlete will have to take the experiential learning requirement in combination with the classes necessary to be enrolled in 12 credit hours.

**Question No. 6:** If a student-athlete participates while using this exception, when does the student-athlete need to participate in the experiential learning requirement?

**Answer:** The student-athlete needs to participate in the required experiential learning activity in the next regular academic term or would forfeit all remaining eligibility in all sports.

**Question No. 7:** If a student-athlete participates while using the proposed exception, would the student-athlete be able to participate in athletics during the following term if they did not complete one or more of their degree requirements (e.g. fails a course)?

**Answer:** No. The student-athlete would forfeit all remaining eligibility in all sports.

**Question No. 8:** Is it a violation if the student-athlete does not take or finish the experiential learning requirement in the term immediately following the term the student-athlete participated pursuant to the proposed exception?

**Answer:** No, but the student-athlete would forfeit all remaining eligibility in all sports.

**Division III Proposal Number 2019-7 (2-4).**

**Title:** RECRUITING – SOCIAL MEDIA AND PUBLICITY – EXCEPTIONS – CONNECT WITH PROSPECTIVE STUDENT-ATHLETE.

**Effective Date:** Immediate.

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Intent:** To establish an exception to the restrictions on electronic transmissions and publicity before commitment legislation to permit athletics department staff members to: (1) Connect with (e.g., "friend," "follow," etc.) prospective student-athletes on social media platforms; and (2) Take actions (e.g., "like," "favorite," republish, etc.) on social media platforms that indicate approval of content generated by users of the platforms other than institutional staff members or representatives of an institution's athletics interests.

**Question No. 1:** What is the current rule governing an athletics staff member's communications through social media with a prospective student-athlete?

**Answer:** Currently, an athletics department staff member may communicate via social media as follows:

- Prior to a prospective student-athlete's financial deposit at the institution. May only communicate with the prospective student-athlete privately.
- After the financial deposit but before May 1 of prospective student-athlete's senior year in high school. May only communicate with the prospective student-athlete privately, but may announce prospective student athlete's commitment to the institution, provided the prospective student-athlete is not linked on the communication.
- After prospective student athlete's financial deposit and after May 1 of ~~his/her~~their senior year. May engage in both public and private communication with the prospective student-athlete.

**Question No. 2:** If the proposal is adopted, how would it change the current legislation?

**Answer:** The proposed legislation would permit athletics department staff members at any time to: (1) Connect with (e.g., "friend," "follow," etc.) prospective



student-athletes on social media platforms; and (2) Take actions (e.g., "like," "favorite," "republish," etc.) on social media platforms that indicate approval of content generated by prospective student-athletes or in which prospective student-athletes are publicly linked. Substantive comments with a prospective student-athlete on social media remain subject to the current regulations as set forth in Question No. 1.

The following chart compares the current rule with the proposal as applied to commonly used social media platforms. This chart is not all-inclusive and is subject to change.

Current Legislation		Social Media Platforms	Proposed Legislation	
Allowed	Prohibited		Allowed	Prohibited
✓ Private Message	<ul style="list-style-type: none"> <li>✗ Send a Friend Request to PSA</li> <li>✗ Accept a Friend Request from PSA</li> <li>✗ Chat Function</li> <li>✗ Group Message</li> <li>✗ Post on PSA's Wall</li> <li>✗ Like or Comment on Status, Photo or Post</li> <li>✗ Share Post</li> </ul>	<b>Facebook</b>	<ul style="list-style-type: none"> <li>✓ Send a Friend Request to PSA</li> <li>✓ Accept a Friend Request from PSA</li> <li>✓ Chat Function (Private)</li> <li>✓ Like a Status, Photo or Post</li> <li>✓ Share Post (May not include comment)</li> <li>✓ Private Message</li> </ul>	<ul style="list-style-type: none"> <li>✗ Post on PSA's Wall</li> <li>✗ Comment on a Status, Photo or Post</li> <li>✗ Group Message</li> </ul>
<ul style="list-style-type: none"> <li>✓ PSA Can Follow Coach</li> <li>✓ Direct Message</li> </ul>	<ul style="list-style-type: none"> <li>✗ Coach Can Follow PSA</li> <li>✗ Retweet PSA</li> <li>✗ Tweet Using PSA's Twitter Handle (@PSA)</li> </ul>	<b>Twitter</b>	<ul style="list-style-type: none"> <li>✓ PSA Can Follow Coach</li> <li>✓ Coach Can Follow PSA</li> <li>✓ Retweet PSA (May not include comment)</li> <li>✓ Favorite a PSA's Tweet</li> <li>✓ Direct Message</li> </ul>	<ul style="list-style-type: none"> <li>✗ Tweet Using PSA's Twitter Handle (@PSA)</li> <li>✗ Tag a PSA</li> <li>✗ Reply to PSA's Tweet</li> </ul>
✓ PSA Can Follow Coach	<ul style="list-style-type: none"> <li>✗ Follow PSA</li> <li>✗ Tag PSA</li> <li>✗ Like or Comment on PSA's Photo</li> </ul>	<b>Instagram</b>	<ul style="list-style-type: none"> <li>✓ PSA Can Follow Coach</li> <li>✓ Coach Can Follow PSA</li> <li>✓ Like PSA's Photo</li> </ul>	<ul style="list-style-type: none"> <li>✗ Tag PSA</li> <li>✗ Comment on PSA's Photo</li> </ul>
✓ Coach Can View PSA's "My Story"	<ul style="list-style-type: none"> <li>✗ Coach Can Add PSA as a Friend</li> </ul>	<b>Snapchat</b>	<ul style="list-style-type: none"> <li>✓ Coach Can Add PSA as a Friend</li> <li>✓ PSA Can Add Coach as a Friend</li> <li>✓ Snaps</li> <li>✓ Private Chat</li> </ul>	<ul style="list-style-type: none"> <li>✗ Group Snaps</li> <li>✗ Group Chats</li> </ul>

Current Legislation		Social Media Platforms	Proposed Legislation	
Allowed	Prohibited		Allowed	Prohibited
✓ PSA Can Follow Coach	✗ Re-Pin PSA's Post ✗ Tag PSA ✗ Follow PSA	<b>Pinterest</b>	✓ PSA Can Follow Coach ✓ Coach Can Follow PSA ✓ Coach Can Re-Pin PSA's Post	✗ Tag PSA
✓ In-Message	✗ Send PSA an Invitation to Connect ✗ Accept an Invitation to Connect from PSA ✗ Recommend or Endorse PSA ✗ Share a PSA's Post	<b>LinkedIn</b>	✓ Send PSA an Invitation to Connect ✓ Accept an Invitation to Connect from PSA ✓ In-Message ✓ Like PSA's Posts ✓ Share PSA's Post (May not include comment)	✗ Recommend or Endorse PSA ✗ Comment on PSA's Posts
✓ Read PSA Blog	✗ Comment on PSA Blog ✗ Share a PSA Blog	<b>Blog</b>	✓ Read PSA Blog ✓ Share PSA Blog	✗ Comment on PSA Blog

\*Note: The permissible and impermissible activities in this chart apply equally to institutional athletics accounts, team accounts, athletics department staff members' personal accounts, student-athletes' accounts when directed by the athletics department or an athletics department staff member, and accounts of representatives of an institution's athletics interests.

**Question No. 3:** What does "take actions . . . that indicate approval" mean?

**Answer:** Actions of approval (or disapproval) include clicking/selecting the symbol or emoticon (e.g., thumbs'-up for a "like," heart for "love" or "favorite," and laughing face, etc.) that indicates a reaction to the prospective student-athlete's content. These actions or reactions would need to be preset options within the social media platform that athletics department staff members would click/select, similar to the "liking" or "favoriting" feature. This proposal would not permit an athletics department staff member to comment on a prospective student-athlete's post using text or emoticons in the comment section of the post.

**Question No. 4:** Which institutional and noninstitutional social media accounts would be subject to this proposal?

**Answer:** The following accounts are subject to the regulations under both the current rule and the proposed rule: (1) Institutional athletics accounts; (2) Team accounts; (3) Athletics department staff members' personal accounts; (4) Student-athletes' accounts when directed by the athletics department or staff; and (5) The account of a representative of an institution's athletics interests.

**Question No. 5:** What is the current rule for Divisions I and II?

**Answer:** Divisions I and II have the same rule as the proposed legislation.

**Question No. 6:** Would this proposal change how an institution may interact with prospective student-athletes through nonathletics, institutional social media accounts?

**Answer:** No. Under both the current rule and the proposal, it would be permissible for an institution to use a nonathletics social media account to comment or otherwise engage on social media with prospective student-athletes, provided: (1) Social media activity is not directed by the athletics department or an athletics department staff member; and (2) Institutional accounts operate in the same manner with prospective students' generally.

**2019 NCAA Convention Division III Business Session  
Mootnicity and Related Parliamentary Issues**

**NCAA Division III Presidents Council Grouping – Proposal Nos. 2-4.**

**General Notes.** The NCAA Division III Presidents Council has identified three proposals of particular interest to Division III chancellors and presidents. These proposals are included in the Presidents Council grouping and will be considered by roll call vote. All motions and votes related to these proposals also must be considered by roll call. Because the Presidents Council designated the proposals for roll call vote, only the Presidents Council may waive this designation and all other motions to change the voting method would be out of order.

Proposal Number	Procedural Issues	Mootnicity Issues	Miscellaneous Notes
2019-2	Roll call vote.	None.	Once this proposal is moved and seconded, then one of the sponsors of Proposal No. 2019-2-1 will move Proposal No. 2019-2-1. The membership will then debate and vote on whether to amend the proposal. If the amendment is defeated, then the membership will vote on Proposal No. 2019-2 as originally submitted. If the amendment is adopted, the membership will vote on Proposal No. 2019-2 as amended by Proposal No. 2019-2-1.
2019-2-1	Roll call vote.	Yes.	See notes for Proposal No. 2019-2.
2019-3	Roll call vote.	None.	The official notice has been updated with the governance position as it was inadvertently omitted from the original notice. A governance position is standard for all membership sponsored proposals.
2019-4	Roll call vote.	None.	None.

**NCAA Division III General Grouping – Proposal Nos. 5-7.**

**General Notes.** This grouping contains three proposals. Each proposal will be considered by roll call vote. All motions and votes related to these proposals also must be considered by roll call. Because the Presidents Council designated the proposals for roll call vote, only the Presidents Council may waive this designation and all other motions to change the voting method would be out of order.

<b>Proposal Number</b>	<b>Procedural Issues</b>	<b>Mootnicity Issues</b>	<b>Miscellaneous Notes</b>
2019-5	Roll call vote.	None.	None.
2019-6	Roll call vote.	None.	None.
2019-7	Roll call vote.	None.	None

**Additional Notes.** Effective date: A motion for an alternative effective date on the Convention floor would violate the principle of "prior notice" and therefore would be out of order. Alternative effective dates must be noted with the submission of the proposal or offered as an amendment-to-amendment.

Motion to divide: A properly moved proposal may be divided into two or more parts to be voted on separately only if the parts make sense as they stand alone and only if each part may be adopted without any of the others. Any delegate intending to make a motion to divide one of the six proposals is encouraged to contact a member of the NCAA academic and membership affairs staff for assistance with drafting of the motion before the Division III business session.

Withdrawing proposals and proposals not moved: The NCAA practice permits sponsors of a proposal to announce their desire to withdraw their proposal from consideration; however, if a single voting delegate objects, the proposal will not be withdrawn. If a published proposal is not moved, the matter is simply passed. An eligible voting member, including the sponsor, may ask for permission later to introduce a proposal that has been passed.

**2019 NCAA CONVENTION VOTING GRID – NCAA DIVISION III**  
(Saturday, January 26, Business Session)

PROPOSAL NUMBER	BUSINESS SESSION	RESULT	COUNT
2	III		
2-1	III		
3	III		
4	III		
5	III		
6	III		
7*	III		

\*Effective immediately



NCAA Division III Management Council and Presidents Council  
2019 NCAA Convention Legislation Speaker Assignment Chart

Proposal No. BOG -2019-1: ORGANIZATION -- BOARD OF GOVERNORS -- INDEPENDENT MEMBERS	
<p><b>Intent:</b> To amend legislation related to the NCAA Board of Governors, as follows: (1) Increase the number of members from 20 to 25 by adding five independent voting members; (2) Define an independent member; (3) Specify that an independent member shall be appointed to a three-year term that is renewable for an additional three-year term, and that an independent member who has served two terms shall not serve further; (4) Specify that the Board of Governors shall issue a call for nominations when a vacancy for an independent member occurs; and (5) Specify that the Board of Governors shall serve as the final authority for the selection of and additional duties assigned to independent members.</p> <p><b>Source:</b> NCAA Board of Governors (Commission on College Basketball Association-Wide Issues Topical Working Group).</p> <p><b>Effective Date:</b> August 1, 2019.</p> <p><b>Rationale:</b> The Commission on College Basketball recommended that the NCAA restructure its highest governance body, the Board of Governors, to include at least five independent members with the experience, stature and objectivity to assist the NCAA in re-establishing itself as an effective, respected leader and regulator of college sports. One independent member will also serve on the Board of Governors Executive Committee. The current Board of Governors includes 16 institutional presidents or chancellors representing each division as voting members, the chairs of the Division I Council and the Division II and III Management Councils as ex-officio nonvoting members, and the NCAA president (who may vote in case of a tie). Like public companies, major nonprofit associations typically include outside board members to provide objectivity, relevant experience, perspective and wisdom. Board members with those qualities will provide valuable insight to the NCAA as it works towards the restoration of public confidence in college basketball and college sports in general. The Board of Governors will issue a formal call for nominations to fill vacancies; appoint the Board of Governors Executive Committee as the nominating committee; and serve as the final authority for the selection of and additional duties assigned to independent members.</p>	<p><b><u>Proposed Speakers:</u></b></p> <p>PC (support): Jeff Docking.</p> <p>PC (support): Mary Beth Cooper.</p>



**Proposal No. 2019-2: PLAYING AND PRACTICE SEASONS -- FOOTBALL -- ESTABLISHING PRESEASON START DATE 23 DAYS BEFORE THE INSTITUTION'S FIRST CONTEST**

**Intent:** To amend the football preseason legislation as follows: (1) Establish the first permissible practice date as 23 days before the institution's first regular season contest; and (2) Prohibit physical athletically related activity one day each week of the preseason following the five-day acclimatization period.

**Source:** NCAA Division III Presidents Council (Management Council).

**Effective Date:** August 1, 2019.

**Rationale:** The Interassociation Consensus: Year-Round Football Practice Contact for College Student-Athletes Recommendations include the discontinuation of traditional two-a-day contact practices. Pursuant to those recommendations, the Division III Management Council adopted noncontroversial legislation in April 2017 to eliminate multiple on-field traditional contact practices on the same day. The noncontroversial legislation, however, did not change the calculation method for determining the first permissible preseason practice date, which assumes the permissibility of two-a-day practices. Consequently, the current calculation method could produce inequitable start dates and lost practice opportunities. This proposal seeks to rectify those potential inequities by providing consistent practice opportunities for all football sponsoring institutions. Institutions could start 23 days before their first contest, resulting in up to 21 practice days, while still providing student-athletes with two days off from physical athletically related activity during the preseason (During the off days, film review, team meetings, leadership and entertainment activities are permissible). This proposal maintains the health and safety provisions outlined in the Interassociation Recommendations and provides more equitable practice opportunities.

**Proposed Speakers:**

PC (move and support): Stuart Dorsey.

PC (support): Robert Lindgren.

MC (support): Kandis Schram.

**Proposal No. 2019-2-1: PLAYING AND PRACTICE SEASONS -- FOOTBALL -- ESTABLISHING PRESEASON START DATE 23 DAYS BEFORE THE INSTITUTION'S FIRST CONTEST -- EXCEPTION THURSDAY CONTEST**

**Intent:** To establish that the first-permissible practice date for an institution that conducts its first contest on the Thursday of the opening weekend is 23 days before the following Friday.

**Source:** NCAA Division III Presidents Council (Management Council).

**Effective Date:** August 1, 2019.

**Rationale:** This amendment-to-amendment will maintain the current requirement that if an institution conducts its first contest on the Thursday of opening weekend, it counts back from the following Friday. This is consistent with the rationale of the original proposal by ensuring an equitable start date without unnecessarily expanding the preseason.

**Proposed Speakers:**

MC (move and support): Denise Udelhofen.

**Proposal No. 2019-3: PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND SOCCER PRESEASON -- ESTABLISHING A THREE-DAY ACCLIMATIZATION PERIOD**

**Intent:** To amend preseason practice in the sports of field hockey and soccer as follows: (1) to add three additional days to the preseason practice period; (2) to require an acclimatization period during the first three days of the preseason practice period, during which a team would be limited to one single practice session no longer than three hours in duration, followed by a one-hour walk through, with a minimum of three hours of rest required in between the two activities; and (3) to mandate that on every preseason practice day following the three-day acclimatization period, a team would be limited to conducting no more than two on-field practices per day and a maximum of six hours of athletically related activity total during the two practices combined, with a minimum of three hours of rest required in between practice sessions.

**Source:** City University of New York Athletic Conference and New Jersey Athletic Conference.

**Effective Date:** August 1, 2019.

**Rationale:** Under current NCAA legislation, the preseason practice time that is allotted in the sports of field hockey and soccer is insufficient in regard to the time needed to properly prepare student-athletes for intercollegiate competition. Due to the time constraints that coaches are faced with in the preseason practice period, programs are forced to engage in strenuous practice activities, including multiple training sessions often in extreme conditions. The additional three practice opportunities will provide programs extra time to prepare for competition, resulting in a reduced workload during each practice day in the preseason. In addition, the implementation of an acclimatization period for health and safety reasons will allow student-athletes who are returning from summer break to adjust to a return to strenuous play in potentially extreme temperatures.

**Proposed Speakers:**

PC (oppose): Margaret Drugovich.

PC (oppose): Elsa Nunez.

MC (oppose): Stevie Baker Watson.

MC (oppose): Heather Benning.

**Governance Position:**

Presidents Council, Management Council and the Committee on Competitive Safeguards and Medical Aspects of Sports oppose this proposal as there is not existing health and safety data to support the changes proposed. Additionally, expanding the preseason and requiring student-athletes to return to campus earlier could negatively impact the work and internship opportunities for those student-athletes.

**Proposal No. 2019-4: MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- STUDENT-ATHLETE GRADUATION RATE REPORTING**

**Intent:** To include as a condition and obligation of Division III active membership, that an institution submit on an annual basis student-athlete graduation rate reporting data for the academic success rate (ASR) in a form prescribed by the Management Council; further to establish that annual championships eligibility is contingent upon submission of the ASR.

**Source:** NCAA Division III Presidents Council [Management Council (Diversity and Inclusion Working Group)].

**Effective Date:** August 1, 2019 [First report is due June 1, 2020].

**Rationale:** Currently, institutions are required to annually submit student-body enrollment and graduation information to the NCAA. Voluntary reporting of Division III student-athlete graduation rates during the last eight years has annually reflected lower rates for male African-American student-athletes, and in particular football players, than their student-athlete peers, as well as rates lower than the student-body. This proposal allows for the private identification and communication of student-athlete graduation rates at each member school. A mandatory collection also provides the data to develop Division III evidence-based best practices to improve the retention and graduation of all student-athletes, including male African-Americans and football student-athletes. Institution-specific rates will not be publicized; rather, institutions will be able to view their student-athlete graduation rates privately in the NCAA Institutional Performance Program (IPP) for assessment and benchmarking. In addition, a mandated division-wide graduation-rate submission program also allows for the better promotion of Division III's overall positive academic success story.

**Proposed Speakers:**

PC (move and support): Javier Cevallos.

PC (support): Teresa Amott.

MC (support): Gerard Bryant.

MC (support): Michael Vienna.

**Proposal No. 2019-5: AMATEURISM – PRE-ENROLLMENT EDUCATIONAL EXPENSES**

**Intent:** To permit individuals to accept educational expenses (e.g., tuition, fees, room, board and books) prior to collegiate enrollment from any individual or entity other than an agent, professional sports team/organization or representative of an institution's athletics interests, provided such expenses are disbursed directly through the recipient's educational institution (e.g., preparatory school, high school).

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Effective Date:** August 1, 2019.

**Rationale:** Current legislation precludes prospective student-athletes from receiving educational expenses for secondary education when athletics participation is considered. This standard is more restrictive than the standard that is imposed on current student-athletes who are permitted to receive such assistance in recognition of high school athletics leadership, ability, participation or performance from an established and continuing program. It seems inconsistent that prospective student-athletes should be held to a higher standard than current student-athletes as it relates to the receipt of educational expenses to attend a secondary institution. This proposal would allow for consistency in application between prospective student-athletes and current student-athletes.

**Proposed Speakers:**

MC (move and support): Gail Cummings-Danson.

MC (support): Jason Fein.

**Note:** Management Council approved a blanket waiver pending the outcome of this legislation. Specifically, student-athletes that received pre-enrollment educational expenses that are impermissible under the current rule but would be allowed under the proposed rule are not deemed ineligible subject to reinstatement pending the outcome of the vote on this proposal. If the legislation is defeated then these individuals would go through the reinstatement process. If passed, the student-athletes would not have eligibility consequences associated with the receipt of the pre-enrollment educational expenses.

<b>Proposal No. 2019-6: ELIGIBILITY -- FINAL TERM BEFORE EXPERIENTIAL LEARNING REQUIREMENT</b>	
<p><b>Intent:</b> To extend the existing final term exception to the full-time enrollment requirement to include student-athletes that are carrying (for credit) all courses necessary to complete degree requirements but have an outstanding experiential learning requirement.</p> <p><b>Source:</b> NCAA Division III Management Council (Interpretations and Legislation Committee).</p> <p><b>Effective Date:</b> August 1, 2019.</p> <p><b>Rationale:</b> This proposal provides flexibility for student-athletes who are unable to satisfy an experiential learning requirement in the same term in which they complete the other credits necessary for graduation. The proposal would save student-athletes from incurring the additional expense of taking courses unnecessary for their degree solely for the purpose of playing their final season.</p>	<p><b><u>Proposed Speakers:</u></b></p> <p>MC (move and support): Laura Mooney.</p> <p>MC (support): Tim Millerick.</p>

**Proposal No. 2019-7: RECRUITING -- SOCIAL MEDIA AND PUBLICITY -- EXCEPTIONS -- CONNECT WITH PROSPECTIVE STUDENT-ATHLETES**

**Intent:** To establish an exception to the restrictions on electronic transmissions and publicity before commitment legislation to permit athletics department staff members to (1) connect with (e.g., "friend," "follow," etc.) prospective student-athletes on social media platforms, and (2) take actions (e.g., "like," "favorite," republish, etc.) on social media platforms that indicate approval of content generated by users of the platforms other than institutional staff members or representatives of an institution's athletics interests.

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Effective Date:** Immediate.

**Rationale:** This proposal provides continuity among the three divisions regarding public social media communication, thereby minimizing confusion for prospective student-athletes and ensuring equitable access for Division III coaches. First, the proposal allows prospective student-athletes to receive electronic notifications automatically generated by the social media platform (e.g., the platform notifies a prospective student-athlete that he or she has received a friend request); coaches may not include any additional language in either the request or the reply. Next, the proposal permits coaches to respond to content produced by prospective student-athletes. By limiting coaches' initial social media correspondence to a response, this proposal allows prospective student-athletes to control a level of privacy and the extent to which they would like to engage in the recruiting process on social media platforms. Under current legislation, it is difficult to monitor all coaches and their social media activities (e.g., "likes," "favorites," republishing, etc.). This proposal creates an exception to publicity related to recruiting on social media platforms and attempts to maintain pace with the frequent creation and/or enhancement of social media applications. The immediate effective date will provide relief from the current application of the legislation without detrimentally impacting prospective student-athlete well-being.

**Proposed Speakers:**

MC (move and support): Kate Roy.

MC (support): Bobby Davis.

MC (support): Lori Mazza.



**Division III Proposal No. 2019-2  
Potential Waiver Consideration  
Discussion Document**

Institutions have asked if Division III Proposal No. 2019-2 is adopted, could there be a waiver for the 2019 season to allow institutions with a bye week the first week of the season to start practice earlier than what Proposal No. 2019-2 permits. Institutions are asserting that changing the preseason after schedules for the 2019 season are already established produces unfavorable circumstances. While the proposed legislation may have merit, implementing for the 2019 season can have unintended negative consequences.

While there have been several questions regarding the effective date of the legislation, one institution presented their scenario as an example:

1. Institution A has a bye week the first week and is playing against Institution B which played the first week.
2. Current rule, 2019 season:
  - a. Institution A's first practice is August 19.
  - b. Institution B's first practice is August 15.
3. Proposed rule, 2019 season:
  - a. Institution A's first practice is August 22.
  - b. Institution B's first practice is August 15.

Institution A asserts that the increased differential in practice opportunities including that the first practice would coincide with the first day of classes, justifies a waiver for the 2019 season. Additionally, the institution asserts had it known the preseason would be changed resulting in a seven-day practice differential they would have scheduled differently.

For relief, Institution A, specifically requested that if Proposal No. 2019-2 passes, that they be allowed to start practice on August 15 (23 days before the first permissible Saturday contest) or in the alternative August 17 which would be the first permissible practice if the proposal didn't pass and the waivers in place for the 2018 season were again approved. Since the proposal has not been passed, the issue is not yet ripe for review by the Division III Management Council Subcommittee for Legislative Relief. However, it is likely this question will be asked during convention and therefore appropriate for Division III Management Council to review this matter and take any of the following actions:



1. Indicate that a blanket waiver will be issued for the 2019 season allowing greater latitude to start practice earlier for institutions that have a first week bye, if Proposal No. 2 is adopted.
2. Indicate that a blanket waiver would be unnecessary and provide direction to the Subcommittee for Legislative Relief on addressing waivers on a case by case basis, if Proposal No. 2 is adopted.
3. Issue a statement that waivers of the first permissible practice date for the 2019 football preseason based upon inequitable practice opportunities due to the passage of Proposal No. 2019-2, will not be granted.



NCAA Division III Management Council Meeting  
Administrative Legislation for 2020 Convention

Administrative Regulations. The NCAA Division III Management Council is empowered to adopt or revise administrative regulations consistent with the provisions of the constitution and bylaws, subject to amendment by the NCAA Division III membership, for the implementation of policy established by legislation governing the general activities of each division. These administrative bylaws become part of the NCAA Division III legislation and are considered adopted when approved in legislative format by the management council. They are not required to be ratified at the annual Convention business session.

Note. In the following proposals:

- Those letters and words that appear in ~~*italics and strikethrough*~~ are to be deleted.
- Those letters and words that appear in **bold and underlined** are to be added; and
- Those letters and words that appear in normal text are unchanged from the current Division III legislation.

Proposal Number	Title	Status	Source	Effective Date	Intent	Budget Impact
ADM-2020-1	EXECUTIVE REGULATIONS-- ELIGIBILITY FOR CHAMPIONSHIPS-- ADMINISTRATION OF NCAA CHAMPIONSHIPS-- SECONDARY CRITERIA--NON- DIVISION III STRENGTH-OF- SCHEDULE	Ready for Consideration by Management Council	NCAA Division III Management Council (Championships Committee).	Immediate	To eliminate Non- Division III strength of schedule as a secondary criterion from the ranking and selection process.	None

**Division:** III

**Proposal Number:** ADM-2020-1

**Title:** EXECUTIVE REGULATIONS--ELIGIBILITY FOR CHAMPIONSHIPS--ADMINISTRATION OF NCAA CHAMPIONSHIPS--SECONDARY CRITERIA--NON-DIVISION III STRENGTH-OF-SCHEDULE

**Convention Year:** 2020

**Date Submitted:** October 16, 2018

**Status:** Ready for Consideration by Management Council

**Effective Date:** Immediate

**IPOPL Number:**

**SPOPL Number:**

**Source:** NCAA Division III Management Council (Championships Committee).

**Category:** Administrative Regulation

**Topical Area:** Championships/Postseason Events

**Intent:** To eliminate Non-Division III strength of schedule as a secondary criteria from the ranking and selection process.

**Administrative:** Amend 31.3.4.2.2, as follows:

31.3.4.2.2 Secondary Criteria -- Ranking and Selection.

[31.3.4.2.2-(a) through 31.3.4.2.2-(b) unchanged.]

*(c) Non-Division III strength-of-schedule; and*

[31.3.4.2.2-(d) relettered as 31.3.4.2.2-(c), unchanged.]

[31.3.4.2.2.1 unchanged.]

**Rationale:** Non-Division III strength-of-schedule was added to secondary criteria in 2013 at the point when secondary criteria changed from "out-of-region" Division III opponents to "non-Division III." However, the metric has not been included in the data to this point and, if it were, is not considered a relevant metric due to the small sample size of non-Division III opponents. As such, this metric is not necessary and should be eliminated from the selection criteria.

**Budget Impact:** None

**Co-sponsorship - Conference:**  
None

**Co-sponsorship - Institution:**  
None

**Position Statements:**

**Review History:**

Oct 16, 2018: Approved in Concept - Championships Committee MC Supplement No. 7d, 1-(a)

**Additional Information:**

## Legislative References

Legislative Cite	Title
31.3.4.2.2	Secondary Criteria -- Ranking and Selection.

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NCAA Division III Management Council Meeting  
Noncontroversial Legislation for 2020 NCAA Convention

Noncontroversial Proposals. These proposals are considered noncontroversial and necessary in the normal and orderly administration of the Association's legislation. They become effective when approved in legislative format by a three-fourths majority of the NCAA Division III Management Council and are ratified at the annual Convention business session.

Note. In the following proposals:

- Those letters and words that appear in ~~italics and strikethrough~~ are to be deleted;
- Those letters and words that appear in **bold and underlined** are to be added; and
- Those letters and words that appear in normal text are unchanged from the current Division III legislation.

Proposal Number	Title	Status	Source	Effective Date	Intent	Budget Impact
NC-2020-1	PLAYING AND PRACTICE SEASONS -- ATHLETICALLY RELATED ACTIVITIES -- VOLUNTARY OUT-OF-SEASON ACTIVITIES LIMITED PRIMARILY TO MEMBERS OF THE TEAM	Ready for Consideration by Management Council	NCAA Division III Management Council (Interpretations and Legislation Committee).	Immediate	To permit student-athletes to participate in on-court or on-field activities that are limited primarily to members of that team provided those activities are not mandatory and are not organized or involve members of the coaching staff.	None

**Division:** III

**Proposal Number:** NC-2020-1

**Title:** PLAYING AND PRACTICE SEASONS -- ATHLETICALLY RELATED ACTIVITIES -- VOLUNTARY OUT-OF-SEASON ACTIVITIES LIMITED PRIMARILY TO MEMBERS OF THE TEAM

**Convention Year:** 2020

**Date Submitted:** October 16, 2018

**Status:** Ready for Consideration by Management Council

**Effective Date:** Immediate

**IPOPL Number:**

**SPOPL Number:**

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Category:** Noncontroversial

**Topical Area:** Playing and Practice Seasons

**Intent:** To permit student-athletes to participate in on-court or on-field activities that are limited primarily to members of that team provided those activities are not mandatory and are not organized or involve members of the coaching staff.

**Bylaws:** Amend 17.02.1.1, as follows:

17.02.1.1 Athletically Related Activities. The following are considered athletically related activities:

[17.02.1.1-(a) through 17.02.1.1-(f) unchanged.]

(g) On-court or on-field activities called by any member(s) of a team ~~and confined primarily to members of that team~~ that are considered requisite for participation in that sport (e.g., captain's practices);

[17.02.1.1-(h) through 17.02.1.1-(k) unchanged.]

[17.02.1.1.1 unchanged.]

**Budget Impact:** None

**Co-sponsorship - Conference:**  
None

**Co-sponsorship - Institution:**  
None

**Position Statements:**

**Review History:**

Oct 16, 2018:	Approved in Concept - Management Council and Interpretations and Legislation Committee
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MC Supplement No.  
8b, 1-(a)

**Additional Information:**

It is common for student-athletes to voluntarily engage in sport-specific activities with their teammates outside the declared playing season. However, current legislation requires these activities be open to individuals that are not part of the team, or the activity will constitute an impermissible captain's practice. The legislation should not unnecessarily limit opportunities for student-athletes to engage with each other in their sport. Rather, the legislation should focus on limiting coach involvement and mandatory activity outside the playing season so that the proper balance of athletics, academics and other interests may be maintained. This proposal clarifies that student-athletes could participate in activities limited to members of that team provided there is no athletics staff member involvement and the activity is voluntary.

### Legislative References

Legislative Cite	Title
17.02.1.1	Athletically Related Activities.

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**REPORT OF THE NCAA DIVISION III  
DIVERSITY AND INCLUSION WORKING GROUP  
DECEMBER 18, 2018, TELECONFERENCE**

**ACTION ITEM.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and Roster.** The chair, Gerard Bryant, commenced the teleconference at 2:05 p.m. Eastern time Tuesday, December 18, 2018. He welcomed the working group and conducted a roll call.
2. **Report of September 24, 2018, Teleconference.** The working group reviewed the report and had no changes.
3. **Division III Mandatory Student-Athlete Graduation Rate Reporting Legislation.** Staff noted that a recent survey to Division III presidents and chancellors, 30 percent response rate, shows initial support of the proposal. Staff, however, cautioned that with a low response rate, it is difficult to make any definitive conclusions. Working group members noted that most of their conferences appear to support the proposal. They also have not recently heard a lot of concerns with the proposal. The chair encouraged the working group members that are attending the NCAA Convention to continue to promote the proposal's benefits. He also asked working group members not on Management or Presidents Councils to consider speaking on the Convention floor in support of the proposal. The chair commended the working group on its hard work in bringing this proposal to the membership.
4. **Division III Monthly Update and Diversity Quarterly Newsletter.** Staff noted that the working group's request to add a diversity tip to the Division III Monthly Update as well as include the Division III chief diversity officers in the Division III Diversity Quarterly newsletter distribution have been fulfilled in recent months.
5. **Other Business.** A working group member asked about the upcoming Association-wide vote at the NCAA Convention in January and specifically, if the proposal passes, what steps are being taken to ensure the diversity of the Board of Governors independent members. Staff noted that the NCAA will hire a third-party independent search firm to assist the BOG Executive Committee in the selection of the five independent members.

The chair encouraged working group members to attend the 2019 NCAA Inclusion Forum slated for April 26-28 in Atlanta. Staff noted that the Student Engagement Program allows students, and one administrator, within a 300-mile radius of Atlanta to apply for grants to cover attendance at the Forum.



6. **Next Steps.** The chair summarized the working group's next steps that include continued promotion of the student-athlete graduation rate reporting proposal. On the next teleconference, the working group will review the voting results of the student-athlete graduation rate proposal and determine next steps pending the final vote. It also will receive an update on the NCAA Minority Opportunities Interest Committee's 2020 NCAA Convention proposal to create an athletics diversity and inclusion designation as well as the NCAA office of inclusion's work with the Presidential Pledge to move the membership from a commitment phase to action.
7. **Future teleconferences.** Staff will send out a doodle for an early February teleconference.
8. **Adjournment.** The call adjourned at 2:30 p.m. Eastern time.

*Staff Liaisons: Louise McCleary, Division III Governance  
Sonja Robinson, Office of Inclusion  
Amy Wilson, Office of Inclusion*

NCAA Division III Diversity and Inclusion Working Group Teleconference date: December 18, 2018	
<b>Attendees:</b>	
Javier Cevallos, Framingham State University	
Gerard Bryant, John Jay College of Criminal Justice	
Jason Fein, Bates College	
Kelsey Morrison, University of Valley Forge	
Joe Onderko, Presidents Athletic Conference	
Jason Verdugo, Hamline University	
Natalie Winkelfoos, Oberlin College	
Nicolle Wood, Salem State University	
<b>Absentees:</b>	
Nnenna Akotaobi, Swarthmore College	
Heather Benning, The Midwest Conference	
Dan Schumacher, University of Wisconsin, Eau Claire	
<b>NCAA Staff Support in Attendance:</b>	
Louise McCleary, Sonja Robinson and Amy Wilson.	
<b>Other in Attendance:</b>	
None.	

# The Highly Engaged FAR

## RECOMMENDATIONS FOR THE CONFERENCE

These recommendations are endorsed by the Division III Presidents Council, Management Council, the Division III FAR Engagement Working Group and the Faculty Athletics Representative Association (FARA). These groups firmly believe each Division III multisport conference should provide FARs with opportunities to formally express their thoughts and opinions with regards to conference policy and operations, especially as they impact the academic and personal well-being of student-athletes. The level and extent of the formal involvement of FARs in the activities of athletics conferences will vary. FARs should be considered for service as conference officers, have a role in the conference committee structure, and be involved in conference-level decision making.

## The Division III FAR ...

- Helps to ensure a quality student-athlete experience and promote student-athlete well-being.
- Serves as an independent advocate for student-athletes.
- Helps promote student-athlete success in the classroom, in athletics, and in the community by striking a balance among academic excellence, athletics competition, and social growth as students prepare for lifelong success.
- Assists in the oversight of intercollegiate athletics at the campus and conference levels to assure that they are conducted in a manner designed to protect and enhance the physical, psychological, and educational well-being of student-athletes.
- Oversees the nominations of student-athletes for NCAA grant, scholarship and recognition programs.

## What stands in the way of a highly engaged Division III FAR at the conference level?

- An estimated two-thirds of Division III conferences identify FARs as a key constituent per the conference constitution or bylaws. All Division III conferences should identify FARs as a key constituent.
- Sixty percent (60%) of conferences identify a specific role for the FARs in the governance of the conference where they actively assist in the establishment of conference policy (e.g., propose policy, vote). Without an explicit role and expectations, it will be challenging to ensure the sustained impact of FARs at the conference level.
- In approximately 40 percent of conferences, there is a FAR Committee or Council with varying roles and responsibilities. The Committee or Council's role varies ranging from advisement of academic eligibility, integrity, and compliance issues to holding voting power on all conference matters, including representation by the chair of the Committee or Council on an executive-level conference group. Recognizing the diversity of Division III conferences, those that do want to improve engagement and the impact of their FARs should examine and delineate their roles and responsibilities.
- In 40 percent of Division III conferences, FARs hold a position at the same level or higher than directors of athletics and serve as chairpersons within the conference committee structure. To serve effectively as an independent advocate for student-athletes, all conferences should examine and consider the position FARs currently hold in conference affairs and strive for a proper balance.

## Recommendations for Division III Multisport Conferences

The conference is called on to establish clearly stated expectations, best practices, potential policies and education for the FAR. This involves ensuring the conference commissioner and conference executive committee leadership are committed to providing necessary support for the FAR's role in the conference, both of which are vital to the success of these efforts. Directors of athletics and presidents and chancellors can help to support more FAR engagement at the conference level.

1. Codify in the conference bylaws the FAR's role in the conference governance structure.
2. Develop a model of information-sharing for conference FARs.
3. Develop a model to establish regular opportunities for conference FARs to meet, whether in-person or remotely.
4. Develop expectations related to the role the conference office should play in facilitating FAR engagement in conference affairs.
5. Ensure funds from the Strategic Initiative Conference Grant program are effectively being utilized for the professional development of FARs within the conference.



**Our conference has a long history of FAR involvement. That group is a vital part of the governance structure of the American Rivers Conference. The faculty often has a different view of how a piece of legislation will affect a student-athlete from the academic side. As such, their vote is a formal one that is passed on to our Presidents Council to provide a multi-level view of the legislation. The FARs also can be called upon, through an Executive Committee, to help the commissioner rule on issues.**

**Chuck Yrigoyen**, commissioner, American Rivers Conference



# The Highly Engaged FAR

## RECOMMENDATIONS FOR THE CAMPUS

These recommendations are endorsed by the Division III Presidents Council, Management Council, the Division III FAR Engagement Working Group and the Faculty Athletics Representative Association (FARA) Executive Committee. These groups firmly believe a highly engaged FAR will contribute to furthering the central goal of a Division III athletics department — ensuring the best student-athlete experience possible. Despite differences in institutional resources and missions, all Division III campuses can benefit from enhancing the role of the FAR and incorporating the suggestions contained in this document.

## The Division III FAR ...

- Helps to ensure a quality student-athlete experience and promote student-athlete well-being.
- Serves as an independent advocate for student-athletes.
- Helps promote student-athlete success in the classroom, in athletics, and in the community by striking a balance among academic excellence, athletics competition, and social growth as students prepare for lifelong success.
- Assists in the oversight of intercollegiate athletics at the campus and conference levels to assure that they are conducted in a manner designed to protect and enhance the physical, psychological, and educational well-being of student-athletes.
- Oversees the nominations of student-athletes for NCAA grant, scholarship and recognition programs.

## What Stands in the Way of a Highly Engaged Division III FAR?

- Approximately 50 percent of Division III FARs lack a clear position description with enumerated responsibilities and support. They also lack endorsement by key stakeholders (e.g. presidents and chancellors, conference commissioners, directors of athletics), which is not conducive to an engaged FAR.
- FAR compensation and/or time-release is rare in Division III with approximately 5 percent receiving release time from teaching obligations and 11 percent receiving some financial compensation. A highly engaged FAR provides value to the institution. Compensation and/or time release helps affirm that value.
- Approximately three-quarters of Division III FARs spend between one and five hours per week on their FAR duties. More than 90 percent spend 10 hours or less. Half of their time is spent on academically related issues and approximately one-quarter of their time on student-athlete well-being issues. If recommendations in this document are implemented, the amount of time FARs spend on their duties may increase.
- Approximately half of all Division III FARs have been in their position for four years or less. High turnover rates inhibit the effectiveness of FARs. There are multiple reasons including term limits, rotating appointments, and that the role of FAR may not count toward the service requirement for faculty. This lack of consistency has broad impacts at the campus, conference, and national levels in terms of engagement.
- Nearly half of FARs are not involved in the campus-level Student-Athlete Advisory Committee. There are a number of potential reasons: 1) scheduling conflicts with meetings, 2) the director of athletics being reluctant to ask FARs to be more engaged, 3) coaches taking a more prominent role in the campus-level Student-Athlete Advisory Committee, and 4) Student-Athlete Advisory Committee involvement not being a defined role for the FAR on some campuses.
- There is no consistency in the reporting lines for Division III FARs. Current reporting lines include the president or chancellor (38%), the director of athletics (22%), chair of the faculty governance body (11%), the chief academic affairs administrator (9%) and the chief student affairs administrator (8%), among others. This stands in contrast to Divisions I and II, where 80 percent or more of FARs report to the president or chancellor.

## Recommendations for Division III Member Institutions

The institution is called on to establish clearly stated expectations, best practices, potential policies and education for the FAR. It involves ensuring presidential leadership and a commitment to provide necessary support for the position (e.g., release time and a stipend), both of which are vital to the success of these efforts. Directors of athletics and conference commissioners also can help to support more FAR engagement.

### Specifically, institutions are encouraged to:

1. Ensure the FAR has a detailed position description. Using already established position descriptions and the model position description advocated by FARA.
2. Ensure the FAR reports to the president/chancellor or the athletics direct report (ADR). To carry the authority necessary to fulfill the position's obligations, the FAR should report to the highest-level campus leader possible. Considering the need for the FAR's independence as an advocate for student-athletes, the FAR should report to someone other than the director of athletics, although it is important for FARs to have strong working relationships with the director of athletics.
3. Review support for the FAR position on campus and evaluate options related to course release, financial compensation, and recognition of FAR service as fulfillment of campus service requirements. Support creates an additional incentive for faculty to pursue the position, increase the length of service, and increase the level of engagement.
4. Ensure the FAR maintains a high level of visibility on campus. To increase visibility in the athletics sphere, FARs should regularly attend athletics competitions, participate in special events, and contribute regularly to athletics department meetings. To ensure recognition of the FAR role among the faculty, FARs should participate and/or present at shared governance meetings (e.g., Faculty Senate) and engage in activities that facilitate communication between the faculty, the student-athletes, and the athletics department. Student-athletes, faculty, athletics staff and campus administrators should be able to easily identify the FAR and know how to contact him or her.
5. Commit to sustained FAR involvement with the Student-Athlete Advisory Committee on campus. It is an appropriate means for FARs to be better advocates for student-athletes.
6. Consider potentially appointing two FARs at your institution. This model has the potential to increase effectiveness, address attendance issues at key meetings and events, and lengthen tenure.
7. Commit to continuing professional development by supporting and encouraging your FAR to take advantage of educational and engagement opportunities via your conference and at the national level (e.g., the NCAA Convention, FARA Annual Meeting, the Division III FAR Institute).



**A highly engaged FAR improves the quality of an athletics department and, more importantly, the student-athlete experience. The FAR serves as an important bridge between the academic and athletic components on campus, providing support and guidance for faculty, staff, and students regarding the athletics experience. Student-athletes have an important advocate in the FAR on academic issues and can ask questions and seek advice in balancing both their academic and athletic pursuits. Similarly, faculty members have a resource to better understand the student-athlete experience.**

**Robert Davis Jr.**, athletics direct report, University of Scranton







# The Highly Engaged FAR

Recommendations for the Campus,  
the Conference and the FAR









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**I strongly believe in the role of the FAR  
as the hub of the athletic-academic  
connection for an institution. Although  
the AD hires all coaches and the coaches  
must carry out the academic focus  
of their players, the FAR is my central  
coordinator and communicator among  
all groups at the college — each athletics  
team, new faculty as a part of faculty  
orientation, the Student-Athlete Advisory  
Committee, the college president, the  
president's cabinet, and faculty.**

**Kenneth Garren**, president, University of Lynchburg



# INTRODUCTION

The Division III Faculty Athletics Representatives (FAR) Engagement Working Group was created in 2017 to develop recommendations and resources to increase the engagement of Division III FARs at the institutional, conference and national levels. Members of the working group included FARs, directors of athletics, conference commissioners and a student-athlete. Utilizing historical and contemporary data and the expertise of the working group and others, the group developed three documents, which are contained in this report.

- Campus Recommendations for a Highly Engaged Division III FAR
- Conference Recommendations for a Highly Engaged Division III FAR
- Model for a Highly Engaged Division III FAR

## THE DIVISION III FAR ...

- Helps to ensure a quality student-athlete experience and promote student-athlete well-being.
- Serves as an independent advocate for student-athletes.
- Helps promote student-athlete success in the classroom, in athletics, and in the community by striking a balance among academic excellence, athletics competition, and social growth as they prepare for lifelong success.
- Assists in the oversight of intercollegiate athletics at the campus and conference levels to assure that they are conducted in a manner designed to protect and enhance the physical, psychological, and educational well-being of student-athletes.
- Oversees the nominations of student-athletes for NCAA grant, scholarship and recognition programs.

## WHY DO WE NEED FARs?

- NCAA regulations require intercollegiate athletics programs to be designed as a vital part of the educational system and the student-athlete to be an integral part of the student body.
- Those same regulations require intercollegiate athletics programs to be conducted to protect and enhance the educational and physical welfare of the student-athletes.
- These areas of student life traditionally have involved significant faculty participation and oversight.
- Because student-athletes are to be students first, faculty voices and perspectives in the administration and in oversight of intercollegiate athletics programs have been recognized by the NCAA as legitimate and necessary.

## HISTORY OF THE FAR

Faculty voices and influence have been present in the affairs of the NCAA for as long as the NCAA has been in existence. The Carnegie Foundation Report on American College Athletics in 1928 attests to the presence of faculty views in the operation of the NCAA up to that time. In 1980, the NCAA released a study written by former NCAA president Earl Ramer (1971-73), that outlined the history of the significant and continuing roles played by faculty in the NCAA in the decades before 1980.

Shortly after the Ramer Report was published, the NCAA produced the first Faculty Athletics Representative Handbook. These reports indicate that faculty athletics representatives have long been thoroughly integrated into the infrastructure of the NCAA. Faculty athletics representatives are prominent in all levels of NCAA governance, excepting those reserved for chief executive officers, and they continually serve as points of contact between their campuses and the NCAA in the regular conduct of intercollegiate athletics programs. Articles 4, 5 and 6 of the NCAA Constitution recognize the involvement of faculty athletics representatives in the organization, legislative authority and legislative process of the NCAA and the important role of faculty athletics representatives in the local institutional control of intercollegiate athletics programs. Division III Bylaw 6.1.3, adopted in 1989, requires each member institution to designate an individual to serve as FAR.







**A highly engaged FAR improves the quality of an athletics department and, more importantly, the student-athlete experience.**

**The FAR serves as an important bridge between the academic and athletic components on campus, providing support and guidance for faculty, staff, and students regarding the athletics experience. Student-athletes have an important advocate in the FAR on academic issues and can ask questions and seek advice in balancing both their academic and athletic pursuits.**

**Similarly, faculty members have a resource to better understand the student-athlete experience.**

**Robert Davis Jr.**, athletics direct report, University of Scranton



# CAMPUS RECOMMENDATIONS

## FOR A HIGHLY ENGAGED DIVISION III FACULTY ATHLETICS REPRESENTATIVE

These recommendations are endorsed by the Division III Presidents Council, Management Council, the Division III FAR Engagement Working Group and the Faculty Athletics Representative Association (FARA) Executive Committee. These groups firmly believe a highly engaged FAR will contribute to furthering the central goal of a Division III athletics department — ensuring the best student-athlete experience possible. Despite differences in institutional resources and missions, all Division III campuses can benefit from enhancing the role of the FAR and incorporating the suggestions contained in this document.

## WHAT STANDS IN THE WAY OF A HIGHLY ENGAGED DIVISION III FAR?

- Approximately 50 percent of Division III FARs lack a clear position description with enumerated responsibilities and support. They also lack endorsement by key stakeholders (e.g. presidents and chancellors, conference commissioners, directors of athletics) which is not conducive to an engaged FAR.
- FAR compensation and/or release-time is rare in Division III with approximately 5 percent receiving release-time from teaching obligations and 11 percent receiving some financial compensation. A highly engaged FAR provides value to the institution. Compensation and/or time release helps affirm that value.
- Approximately three-quarters of Division III FARs spend between one and five hours per week on their FAR duties. More than 90 percent spend 10 hours or less. Half of their time is spent on academically related issues and approximately one-quarter of their time on student-athlete well-being issues. If recommendations in this document are implemented, the amount of time FARs spend on their duties may increase.
- Approximately half of all Division III FARs have been in their position for four years or less. High turnover rates inhibit the effectiveness of FARs. There are multiple reasons including term limits, rotating appointments, and that the role of FAR may not count towards the service requirement for faculty. This lack of consistency has broad impacts at the campus, conference, and national levels in terms of engagement.
- Nearly half of FARs are not involved in the campus-level Student-Athlete Advisory Committee. There are a number of potential reasons: 1) scheduling conflicts with meetings, 2) the director of athletics being reluctant to ask FARs to be more engaged, 3) coaches taking a more prominent role in the campus-level Student-Athlete Advisory Committee, and 4) Student-Athlete Advisory Committee involvement not being a defined role for the FAR on some campuses.
- There is no consistency in the reporting lines for Division III FARs. Current reporting lines include the president or chancellor (38%), the director of athletics (22%), chair of the faculty governance body (11%), the chief academic affairs administrator (9%) and the chief student affairs administrator (8%), among others. This stands in contrast to Divisions I and II, where 80 percent or more of FARs report to the president or chancellor.

## RECOMMENDATIONS FOR DIVISION III MEMBER INSTITUTIONS

The institution is called on to establish clearly stated expectations, best practices, potential policies and education for the FAR. It involves ensuring presidential leadership and a commitment to provide necessary support for the position (e.g., release time and a stipend), both of which are vital to the success of these efforts. Directors of athletics and conference commissioners also can help to support more FAR engagement.

### Specifically, institutions are encouraged to:

1. Ensure the FAR has a detailed position description. Using already established position descriptions and the model position description advocated by FARA is a place to start.
2. Ensure the FAR reports to the president/chancellor or the athletics direct report (ADR). To carry the authority necessary to fulfill the position's obligations, the FAR should report to the highest-level campus leader possible. Considering the need for the FAR's independence as an advocate for student-athletes, the FAR should report to someone other than the director of athletics, although it is important for FARs to have strong working relationships with the director of athletics.
3. Review support for the FAR position on campus and evaluate options related to course release, financial compensation, and recognition of FAR service as fulfillment of campus service requirements. Support creates an additional incentive for faculty to pursue the position, increase the length of service, and increase the level of engagement.
4. Ensure the FAR maintains a high level of visibility on campus. To increase visibility in the athletics sphere, FARs should regularly attend athletics competitions, participate in special events, and contribute regularly to athletics department meetings. To ensure recognition of the FAR role among the faculty, FARs should participate and/or present at shared governance meetings (e.g., Faculty Senate) and engage in activities that facilitate communication between the faculty, the student-athletes, and the athletics department. Student-athletes, faculty, athletics staff and campus administrators should be able to easily identify the FAR and know how to contact him or her.
5. Commit to sustained FAR involvement with the Student-Athlete Advisory Committee on campus. It is an appropriate means for FARs to be better advocates for student-athletes.
6. Consider appointing two FARs at your institution. This model has the potential to increase effectiveness, address attendance issues at key meetings and events, and lengthen tenure.
7. Commit to continuing professional development by supporting and encouraging your FAR to take advantage of educational and engagement opportunities via your conference and at the national level (e.g., the NCAA Convention, FARA Annual Meeting, the Division III FAR Institute).





**It's extremely beneficial to have faculty athletics representatives engaged at the institutional, conference and national level. We value their role in the conference governance structure, giving them oversight of academic matters related to student-athletes. We encourage them to promote community between athletics and academics through education and communication. Engaging our FARs with consistent communication from the conference office and regular meetings throughout the year is integral to their impact in our conference and for our student-athletes.**

**Jennifer Dubow**, executive director,  
Southern California Intercollegiate Athletics Conference



# CONFERENCE RECOMMENDATIONS

## FOR A HIGHLY ENGAGED DIVISION III FACULTY ATHLETICS REPRESENTATIVE

These recommendations are endorsed by the Division III Presidents Council, Management Council, the Division III FAR Engagement Working Group and the Faculty Athletics Representative Association (FARA). These groups firmly believe each Division III multisport conference should provide FARs with opportunities to formally express their thoughts and opinions with regards to conference policy and operations, especially as they impact the academic and personal well-being of student-athletes. The level and extent of the formal involvement of FARs in the activities of athletics conferences will vary. FARs should be considered for service as conference officers, have a role in the conference committee structure, and involved in conference-level decision making.

## WHAT STANDS IN THE WAY OF A HIGHLY ENGAGED DIVISION III FAR AT THE CONFERENCE LEVEL?

- An estimated two-thirds of Division III conferences identify FARs as a key constituent per the conference constitution or bylaws. All Division III conferences should identify FARs as a key constituent.
- Sixty percent (60%) of conferences identify a specific role for the FARs in the governance of the conference where they actively assist in the establishment of conference policy (e.g., propose policy, vote). Without an explicit role and expectations, it will be challenging to ensure the sustained impact of FARs at the conference level.
- In approximately 40 percent of conferences, there is a FAR Committee or Council with varying roles and responsibilities. The Committee or Council's role varies ranging from advisement on academic eligibility, integrity, and compliance issues to holding voting power on all conference matters, including representation by the chair of the Committee or Council on an executive-level conference group. Recognizing the diversity of Division III conferences, those that do want to improve engagement and the impact of their FARs should examine and delineate their roles and responsibilities.
- In 40 percent of Division III conferences, FARs hold a position at the same level or higher than directors of athletics and serve as chairpersons within the conference committee structure. To serve effectively as an independent advocate for student-athletes, all conferences should examine and consider the position FARs currently hold in conference affairs and strive for a proper balance.

## RECOMMENDATIONS FOR DIVISION III MULTISPORT CONFERENCES

The conference is called on to establish clearly stated expectations, best practices, potential policies and education for the FAR. This involves ensuring the conference commissioner and conference executive committee leadership are committed to providing necessary support for the FAR's role in the conference, both of which are vital to the success of these efforts. Directors of athletics and presidents and chancellors can help to support more FAR engagement at the conference level.

1. Codify in the conference bylaws the FAR's role in the conference governance structure.
2. Develop a model of information-sharing for conference FARs.
3. Develop a model to establish regular opportunities for conference FARs to meet whether in-person or remotely.
4. Develop expectations related to the role the conference office should play in facilitating FAR engagement in conference affairs.
5. Ensure funds from the Strategic Initiative Conference Grant program are effectively being utilized for the professional development of FARs within the conference.



**Our conference has a long history of FAR involvement. That group is a vital part of the governance structure of the American Rivers Conference. The faculty often has a different view of how a piece of legislation will affect a student-athlete from the academic side. As such, their vote is a formal one that is passed on to our Presidents Council to provide a multi-level view of the legislation. The FARs also can be called upon, through an Executive Committee, to help the commissioner rule on issues.**

**Chuck Yrigoyen**, commissioner, American Rivers Conference



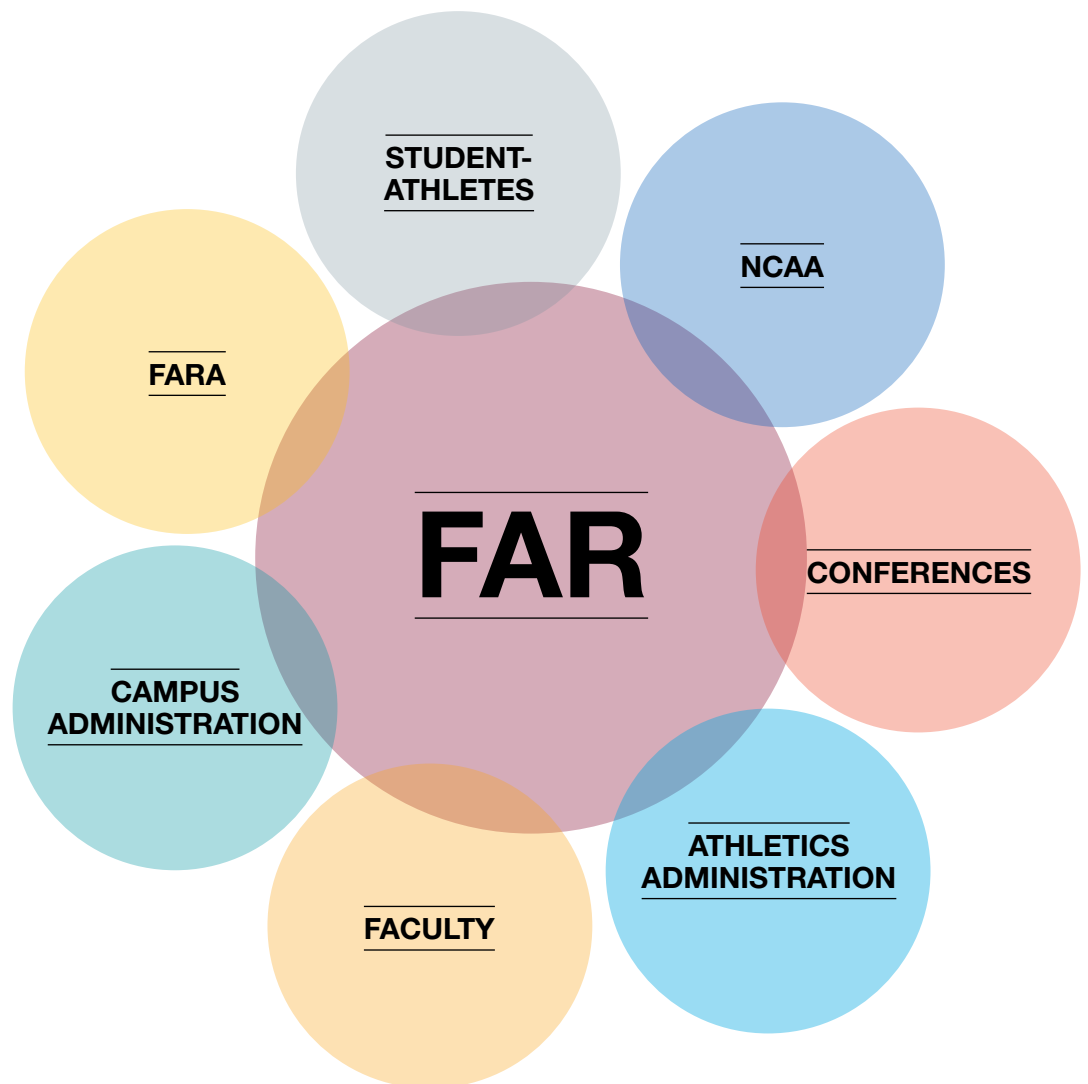


**A highly engaged FAR is critical for many reasons with the primary goal to support our student-athletes. The FAR's input is invaluable and comes in many forms ranging from academic support to providing crucial insight for administrators regarding student-athlete issues and concerns. Additionally, FARs provide input from an academic perspective when helping to shape policy and voting at the conference and NCAA levels. FARs help our student-athletes be successful academically, on the fields of play, and ensure their overall well-being.**

**Scott Kilgallon**, director of athletics, Webster University



# MODEL FOR A HIGHLY ENGAGED DIVISION III FAR



# CONNECTION TO THE CAMPUS ADMINISTRATION

The FAR provides advice to the president/chancellor and/or athletics direct report (ADR) that reflects the traditional values of the faculty and is rooted in the academic ethic of the institution.

- To be an effective advisor, the FAR must be knowledgeable regarding the athletics program and must devote the time and attention required to attain this familiarity.
- To ensure the FARs relationship with athletics and ability to be an effective advisor, the FAR needs to carry authority from the president/chancellor and/or athletics direct report, and this authority should be recognized throughout the campus.
- The FAR must have access to the president/chancellor and/or athletics direct report on a regular basis.

## STRUCTURE OF THE POSITION

Above all, together with the president/chancellor, ADR and athletics director, two key pieces must be in place. First, a comprehensive plan for the institutional control of intercollegiate athletics and second, appropriate and explicit assignments of both responsibility and authority must be ensured.

**Specifically, campuses are encouraged to:**

1. Develop a written position description, which accurately and fully describes the duties and responsibilities. Obtain approval of the position description from the president/chancellor, ADR and faculty governance structure.
2. Deans, department chairs and other institutional administrators must acknowledge that the FAR's activities described in the position description require a significant commitment of time and energy. As a result, campuses should:
  - » Strongly consider release time from teaching responsibilities (with compensation to the affected academic unit, as appropriate).
  - » Strongly consider service-time recognition.
3. There should be no predetermined limit to the length of time that FARs may serve.
4. Strongly consider summer support, including the possibility of a fiscal-year contract.
5. Identify the resources needed to successfully meet the responsibilities of the FAR and arrange for these resources to be made available.
6. Maintain a travel budget sufficient to support professional development opportunities such as the FARA annual meetings, the NCAA Convention and any additional or special NCAA meetings. FARs also should receive travel support to attend athletics conference meetings.
7. Consider the appointment of two FARs per institution. This model has the potential to increase effectiveness, address attendance issues at key meetings and events and lengthen tenure.

## WAYS FOR THE FAR TO ENGAGE WITH THE CAMPUS ADMINISTRATION

- The FAR should ensure, either directly or indirectly, that student-athletes meet all NCAA, conference and institutional eligibility requirements for practice and intercollegiate competition. Eligibility checks should be periodically reviewed and audited by the FAR. Academic eligibility certifications should be performed by persons outside of the department of athletics.
- The FAR should develop, or arrange to have developed, periodic statistical reports on the academic preparation and performance of student-athletes for each sports team. This information should be provided to the president/chancellor and/or ADR. The FAR should be knowledgeable about the academic preparation and performance of each sports team and should use such reports to uphold high academic standards and expectations for these team members.
- The FAR should be a senior advisor outside of the athletics department to the president/chancellor and/or ADR on matters related to intercollegiate athletics. Together with the AD, the FAR should formulate and recommend institutional positions on NCAA legislation and other matters affecting, or related to, intercollegiate athletics on the campus.
- The FAR must have solid working relationships with the AD, the athletics compliance coordinator, the director of admissions, the registrar and director of student financial aid.
- The FAR should provide periodic reports related to matters of academic integrity, academic preparation and performance of student-athletes, rules compliance or violations, and other matters related to the intercollegiate athletics program. To this end, FARs should have appropriate independent access to the systems to generate these reports.







## CONNECTION TO THE ATHLETICS DEPARTMENT

The working relationship between the FAR and the AD is very important. Regular interaction between them is necessary, and wide-ranging discussion of all aspects of the athletics program is encouraged. This will help the FAR to develop the knowledge base needed to make effective contributions to local athletics administration and will be useful to the AD in influencing the academic and personal well-being of the student-athletes. It's important to note that this is a working relationship, not a reporting line.

### WAYS FOR THE FAR TO ENGAGE WITH THE ATHLETICS ADMINISTRATION

- Work in concert with the AD and the compliance officer to ensure a comprehensive and effective rules education and compliance program on the campus.
- Participate in annual NCAA rules education, athletics staff meetings, and initial team meetings.
- Serve as a member of search committees for head coaches and athletics administrators to ensure commitment to the educational mission of the institution and the guiding principles of Division III.
- Review travel and competition schedules to minimize missed class time.
- Work with coaches and student-athletes to minimize conflicts between practice and class schedules, and advocate for a climate of respect between coaches, faculty, and student-athletes.
- Conduct periodic reviews of the mechanisms used to monitor the hourly and weekly limitations on athletically related activities.
- Oversee the nominations of student-athletes for NCAA grant, scholarship and recognition programs.
- Have access to complete budgetary information about the athletics department.
- Attend sporting events when possible.
- Perform or review exit interviews to discern the success of the student-athlete experience.
- Become involved with the institution's Institutional Self-Study Guide (ISSG) and other compliance tools, including being broadly knowledgeable about the institution-wide implementation of athletics procedures and the institution's commitment to compliance.

## CONNECTION TO THE FACULTY

An efficient link between the FAR and the faculty is useful in assuring the faculty of accurate and timely information regarding the athletics program. Whether appointed by the president/chancellor or elected directly by the faculty, the FAR commonly serves as a conduit of information to and from the faculty and the athletics program. It is common for the FAR to report periodically to the faculty senate, or other governing group, regarding the operation of the athletics program.

### WAYS FOR THE FAR TO ENGAGE WITH FACULTY

- Report regularly to the faculty senate (or appropriate faculty governance body) on athletics points of interest or information, including the Academic Success Rate, academic awards, and participation by student-athletes in research/honors projects.
- Consider a team-based faculty mentor program to foster a better faculty understanding of the intercollegiate athletics program.

## CONNECTION TO THE NCAA

The FAR should represent the institution as a delegate to the annual NCAA Convention and attend any special meetings of the NCAA. The FAR may be designated as the voting delegate in the absence of the President/Chancellor. He or she should be involved in discussions with the president/chancellor and the AD in which the institution's voting position on NCAA legislation is established.

### WAYS FOR THE FAR TO ENGAGE WITH THE NCAA

- Attend national and regional meetings and conferences that provide professional development opportunities for rules education (e.g., NCAA Regional Rules Seminar, FARA Annual Meeting, NCAA Convention, conference compliance meetings).
- Charge the FAR with the nominations of student-athletes for NCAA grant, scholarship and recognition programs.
- Nominate FARs for service on NCAA committees where appropriate.

## CONNECTION TO STUDENT-ATHLETES

As members of the faculty, it is appropriate that FARs be involved in the monitoring and maintenance of the personal welfare of the student-athletes. Many of the FARs' activities directly influence the personal well-being of student-athletes. This aspect of their activities should be recognized by all campus constituencies and the FAR should offer themselves as independent sources of support and advice to student-athletes.

For example, they should know that missed-class time policies are being honored and that reductions or cancellations of financial aid are made for appropriate reasons. They should know when student-athletes encounter difficulties with class scheduling and should be of assistance when the student-athlete has occasion to be involved in waiver or appeals procedures at the institution. FARs also should be alert to conditions that affect the health of student-athletes, being ready to aid in referral to university resources that provide advice and counsel on all types of physical and psychological problems. FARs should strive to be seen by the student-athletes as independent advocates for their well-being. Stressing that independence should be a cornerstone of FARs' interactions with student-athletes.

**The Importance of the Student-Athlete Advisory Committee (SAAC):** SAACs, mandated by the NCAA for every member institution, play a significant role in promoting the academic, health, social and athletic welfare of student-athletes. FARs should be actively involved with institutional SAACs. They should regularly attend committee meetings and consult with committee officers. Such direct and personal exchanges are useful in obtaining current first-hand assessments of student attitudes and experiences and reinforce the understanding that the FAR is first and foremost a faculty member interested in the welfare of athletes as students. FARs should facilitate the inclusion of student-athlete participation on institutional athletics boards and committees.

### WAYS TO ENGAGE WITH STUDENT-ATHLETES

- Direct contact with student-athletes on a systematic and periodic basis is paramount. They should interact frequently with the SAAC. Student-athletes should recognize the FAR as a source of information, support and counseling, which is located administratively outside of the athletics department.
- The FAR must be visible to the student-athletes. They could participate in orientation activities at the beginning of the year and exit-interview activities at the end of the year.
- The FAR must work to maintain a balance between student-athletes' academic and athletic goals. Considerations include scheduling to minimize missed class time, monitoring student-athletes' choice of major to ensure that athletics participation is not limiting student-athletes' choice of major, and encouraging student-athletes to graduate in a reasonable amount of time.
- At the beginning of each academic year, the FAR should address student-athletes as a group, or in individual team meetings, to emphasize the primacy of the academic mission of the institution and the responsibilities of student-athletes within that setting.
  - » Ensure that testing, counseling, evaluation and other career-planning services are made available to student-athletes.
  - » Meet with each team and with the SAAC to explain the role of the FAR as it relates to the academic success of student-athletes. Meeting topics could include eligibility, good academic standing, progress-towards-degree, ethical and behavioral conduct, classroom responsibility, course scheduling, and communication with professors.

## WAYS TO ENGAGE WITH STUDENT-ATHLETES

- The FAR should serve as a liaison between faculty, administration and student-athletes and assist in the mediation of conflicts between these groups.
- The FAR should inform student-athletes ...
  - » Of campus support services, including academic tutoring, advising and career development, counseling and health care, disability, and financial aid.
  - » About available scholarship opportunities and application processes and work directly with student-athletes throughout the application process.
- The FAR should encourage student-athletes ...
  - » To participate in community engagement projects.
  - » To represent the institution at social, civic and academic events.
  - » To be good citizens, leaders and contributors in their community.
- The FAR should encourage student-athlete participation in leadership academies and/or other professional development opportunities at the campus, conference and national level.
- The FAR should be available for post-graduation advisement and collaboration with career services.





## CONNECTION TO THE CONFERENCE

Each Division III multisport conference should provide FARs with opportunities to formally express their thoughts and opinions with regard to conference policy and operations, especially as they impact the academic and personal well-being of student-athletes. The level and extent of the formal involvement of FARs in the activities of athletics conferences vary. FARs may serve as conference officers, have a role in the conference committee structure and cast the votes by which conference business is conducted.

### WAYS FOR FARs TO ENGAGE AT THE CONFERENCE LEVEL

- The FAR should be knowledgeable about conference rules related to academic eligibility, transfer requirements and restrictions, and enforcement procedures.
- FARs should promote better understanding of NCAA regulations and how they affect conference members.
- FARs should be engaged in conference-level discussions regarding NCAA violations that involve conference members and discuss how best to maintain high ethical standards of conduct among conference members.
- FARs should be involved in discussions related to conference schedules of contests and help to assess their impact on the academic welfare of student-athletes. Special attention should be paid to final examination schedules of conference institutions.
- FARs should be engaged in decisions related to waivers of conference eligibility requirements, especially academic requirements.
- FARs should be engaged in discussions that determine the voting position of the conference at NCAA Conventions.
- FARs should be involved in determining recipients of conference academic honors.

## CONNECTION TO THE FACULTY ATHLETICS REPRESENTATIVES ASSOCIATION (FARA)

The Faculty Athletics Representatives Association (FARA) had its genesis in the mid-1980s when a group of FARs initiated a series of forums. The purpose of these forums, which were held in conjunction with the NCAA Convention, was to provide for discussion of issues that were of concern to the NCAA membership.

The first of these meetings was held in Nashville in 1985, with other forums following on an annual basis through 1988. At the special NCAA Convention held in Dallas in June 1987, a FAR task force was established to facilitate contributions by FARs to the reform agenda of the newly formed NCAA Presidents Commission. In November 1987, the task force created the FAR Academic Review Committee to assess the academic implications of legislation to be voted on at the subsequent NCAA Convention. The committee, which included representation from NCAA Divisions I, II and III, produced the first of what has become a continuing series of printed reports that are distributed to the NCAA membership to promote an understanding of the academic impact of proposed legislation.

The work of the task force reached its culmination in 1989 in the ratification of the bylaws of a new national organization for faculty athletics representatives. This organization, FARA, was designed to promote greater cohesion among faculty athletics representatives and to enhance their usefulness within the NCAA and at their respective institutions.

**Organization of FARA:** The membership of FARA includes all persons who hold appointments at their institutions as FARs. The work of FARA is facilitated by standing committees, including the nominating committee and legislative review committees for each division. The legislative review committee reviews issues affecting the welfare of the student-athlete, in addition to academic implications of proposed legislation. Other committees of FARA are formed on an ad hoc basis.

**Purpose of FARA:** Under the auspices of the NCAA and in concert with the Executive Committee, FARA's purpose is to enhance the FARs effectiveness in pursuing these important goals. With support from the NCAA staff, FARA provides a collective voice for FARs on collegiate athletics. FARA is an active participant in the national dialogue on the importance of academic values in the conduct of athletics programs and is frequently solicited by various NCAA committees and constituent organizations for a faculty perspective on a variety of topics.

**FARA Programs and Activities:** To enhance the utility and effectiveness of FARs on campuses and with the NCAA, FARA sponsors a variety of programs and activities. Each fall, the legislative review committees conduct a review of proposed legislation to be voted on at the subsequent NCAA Convention, pertaining to academic standards or that which may otherwise impact the student-athlete, and circulates their written reports to the membership. FARA also conducts an annual meeting, as well as programming in conjunction with the NCAA Convention. The agenda of each meeting fosters the professional development of FARs through discussion of topics pertinent to their campus responsibilities. This aspect of FARA activities is particularly important given the substantial turnover in FARs.

## WAYS FOR FARs TO ENGAGE WITH FARA

- FARs should be encouraged to attend the FARA Annual Meeting and provided with adequate academic release and financial support to enable attendance.
- When appropriate, institutions should encourage FARs to stand for election to the FARA Executive Committee or serve on the Legislative Review Committee.
- Conferences should designate a Conference Liaison to help facilitate communication between the FARs and the FARA Executive Committee.

# RESOURCES

## **Faculty Athletics Representatives Association Website**

[farawebsite.org](http://farawebsite.org)

## **NCAA Division III Homepage**

[ncaa.org/d3](http://ncaa.org/d3)

## **Division III FAR Fellows Institute**

[ncaa.org/division-iii-far-fellows-institute](http://ncaa.org/division-iii-far-fellows-institute)

## **Division III New FAR Orientation**

[ncaa.org/governance/division-iii-new-far-orientation](http://ncaa.org/governance/division-iii-new-far-orientation)



**The FAR's role in higher education athletics is instrumental to the success of an athletics department, its teams and all of its student-athletes. The relationship I had with my FAR while in college was a main reason for my success both on the field and in the classroom. Knowing that you have someone willing to work, fight and care for you on both sides of the spectrum is a huge confidence boost when it comes to those unsure times as a student-athlete when academics and athletics cross paths.**

**Sean Cain**, men's soccer student-athlete, Adrian College,  
Division III National SAAC







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December 2018



**REPORT OF THE  
NCAA DIVISION III LGBTQ WORKING GROUP  
OCTOBER 11, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and roster.** The chair, Neil Virtue, welcomed the group, and staff conducted a roll call.
2. **Report of August 21, 2018, teleconference report.** The working group reviewed and approved the teleconference report.
3. **Mission statement.** The working group reviewed its mission statement. The mission statement is a living document and henceforth may be modified at any time.
4. **Nondiscrimination policy guide and identity kit.** The working group discussed anecdotal positive feedback from the membership about the Division III LGBTQ nondiscrimination policy guide, the identity kits and the ONETEAM logo. Staff encouraged working group members to use #d3oneteam when posting comments and photos on social media.
5. **LGBTQ programming.** The working group continued to discuss its fourth priority initiative: Division III LGBTQ educational programming. As part of developing a structure for the programming, the working group discussed the following topics:

*Concept/rationale for Division III LGBTQ program.* Staff reminded the working group that the delegates at the 2018 NCAA Convention indicated that facilitator training (e.g., train-the-trainer workshop) for coaches would most assist their LGBTQ inclusion efforts. The train-the-trainer model and subsequent educational programming facilitated by individuals who complete the train-the-trainer workshop is an efficient, cost-effective and hands-on way to provide LGBTQ educational programming to Division III member institutions and conferences.

*Train-the-trainer workshop – Learning objectives.* The working group suggested at least three learning objectives for a train-the-trainer workshop:

- a. To understand the involvement of the NCAA (and its member institutions and conferences) in LGBTQ issues on the national, regional and local levels;
- b. To learn common LGBTQ terms and definitions; and
- c. To develop best practices for creating safe spaces in athletics departments and on teams.

*Train-the-trainer workshop - Platform.* The working group agreed there was value of conducting the train-the-trainer program in-person.

*Train-the-trainer workshop - Audience.* The group did not reach consensus on whether participants should be limited to head coaches or include other coaches and/or administrators (e.g., assistant coach, director of athletics, commissioner). One suggestion was to use the “Gameday the DIII Way” program as a model for selecting participants. The working group discussed the following:

- Pro: Head coaches are the optimal audience because of their central positioning with and influence on student-athletes, peer coaches and athletics administrators.
- Con: Several conferences do not conduct multi-sport meetings for coaches (e.g., annual coaches meetings are often sport-specific). Therefore, a coach from such a conference who participates in the train-the-trainer workshop may not have opportunities to facilitate the educational program to coaches across all sports.
- Con: Coaches may be limited in their ability to change culture because of a higher rate of turnover compared to administrators.

*Train-the-trainer workshop - Eligibility.* The working group agreed that every conference may send two individuals to a train-the-trainer workshop within an 18-month period. The summer 2019 train-the-trainer workshop would be available for half of the Division III conferences (22 total) to send two individuals per conference (44 total). The winter 2019 train-the-trainer workshop would be available for the remaining conferences (22 total) to send two individuals per conference (44 total). The working group noted an expectation that all attendees of the train-the-trainer workshop would facilitate educational programming to campus and/or conference peers.

*Train-the-trainer workshop - Duration.* The working group discussed one-and-one-half days as an ideal length for the train-the-trainer workshop. The duration would allow participants to arrive the day before the workshop for dinner. The formal workshop would take place for most of the next day and a half with a mid-afternoon conclusion to allow participants to fly home that evening.

*Train-the-trainer workshop - Frequency and dates.* The working group agreed that the train-the-trainer workshop would be facilitated once per budget cycle, but twice per academic year to have the greatest impact. Proposed dates include June 2019 for the 2018-19 budget cycle and December 2019 in the 2019-20 budget cycle.

*Train-the-trainer workshop - Location.* The working group discussed possible locations to conduct the train-the-trainer workshop, including coaches conventions, regional sites, NCAA national office, the NCAA Convention or the NCAA Regional Rules Seminars (RRS), comparable to the “Gameday the DIII Way” program.

*Subsequent educational program – Duration.* The working group agreed that a subsequent educational program facilitated by individuals who complete the train-the-trainer workshop should take between 60- and 90-minutes. The rationale for a relatively short training was three-fold: 1. Those facilitating subsequent educational programs are likely not subject-matter experts; 2. The educational programs would center on three learning objectives; and 3. The educational programs should be relatively short to maximize engagement and retention of information.

*Subsequent educational program – Platform.* The working group agreed there was value of conducting the subsequent educational program in-person. An online Learning Management System (LMS) model was another method identified to reach Division III coaches in educational programming. Staff noted the working group's operating budget may limit multiple platforms.

*Remaining Questions.* As the working group continues to consider elements of the programming, the following questions remain to be answered during its November teleconference:

- (1) Does the working group agree with the learning objectives for both the train-the-trainer workshop and the subsequent educational program?
- (2) Does the working group prefer to develop an in-person training or an LMS online training first? Both cannot be developed concurrently due to limitations on budget and human resources.
- (3) Which individuals should be eligible to participate in the train-the-trainer workshop? Head coaches? Any coaches? Administrators? Anyone regardless of title?
- (4) How should individuals be selected to participate in the train-the-trainer workshop? Conference chooses? Application process? Other model?
- (5) Should the train-the-trainer workshop be a stand-alone event or in conjunction with another NCAA program?
- (6) Which individuals should be eligible to participate in the subsequent educational program? Head coaches? Any coaches? Administrators? Anyone – it's the discretion of the conference?
- (7) How should a conference and/or institution determine where, when and how often the subsequent educational program should be conducted?

- (8) How does the working group ensure a diverse representation of facilitators and participants?
- (9) Should working group members assist with and participate in the subsequent educational programming?
6. **LGBTQ recognition event.** Time did not permit the working group to engage in an initial discussion about a Division III LGBTQ recognition event. The working group agreed to discuss this initiative on a future teleconference.
7. **Future teleconferences.** Staff noted the next working group teleconference is scheduled for 4 p.m. Eastern time Wednesday, November 28.

*Staff Liaisons: Jean Merrill, Office of Inclusion*

*Louise McCleary, Division III Governance*

<b>NCAA Division III LGBTQ Working Group October 11, 2018, Teleconference</b>	
<b>Attendees:</b>	
Mikayla Costello, Willamette University.	
R. Brit Katz, Millsaps College.	
Christopher Kimball, California Lutheran University.	
Kyrstin Krist, Methodist University.	
Donna Ledwin, Allegheny Mountain Collegiate Conference.	
Crystal Lanning, University of Wisconsin – River Falls.	
Kathleen Murray, Whitman College.	
Michael Vienna, Emory University.	
Neil Virtue, Mills College.	
<b>Absentees:</b>	
Emet Marwell, Mount Holyoke College.	
Julie Shaw, University of La Verne (formerly)	
<b>NCAA Staff in Attendance:</b>	
Louise McCleary, Jean Merrill.	



REPORT OF THE  
NCAA DIVISION III LGBTQ WORKING GROUP  
NOVEMBER 28, 2018, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and roster.** The chair, Neil Virtue, welcomed the group, and staff conducted a roll call.
2. **Report of October 11, 2018, teleconference report.** The working group reviewed and approved the teleconference report.
3. **Mission statement.** The working group reviewed its mission statement. The mission statement is a living document and henceforth may be modified at any time.
4. **LGBTQ programming.** The working group continued to discuss its fourth priority initiative: Division III LGBTQ educational programming. As part of developing a general structure for the programming, the working group reached consensus on topics listed below. Staff reminded the working group that the general structure will be used by a third-party consultant to develop the program, curriculum and resources.

*Concept/rationale for Division III LGBTQ program.* Staff reminded the working group that the delegates at the 2018 NCAA Convention indicated that facilitator training (e.g., train-the-trainer workshop) would most assist their LGBTQ inclusion efforts. The working group agreed that a train-the-trainer model and subsequent educational programming facilitated by individuals who complete the train-the-trainer workshop is an efficient, cost-effective and hands-on way to provide LGBTQ educational programming to Division III member institutions and conferences. The working group agreed to refer to the subsequent educational programming as the ONETEAM program for two reasons: 1. To distinguish the ONETEAM program from the train-the-trainer workshop; and 2. To align with the ONETEAM logo and identity kit.

*Train-the-trainer workshop – Learning objectives.* The working group agreed with the following learning objectives for a train-the-trainer workshop:

- a. To understand the involvement of the NCAA and Division III in LGBTQ issues on the national, regional and local levels;
- b. To recognize the importance of LGBTQ inclusion in college athletics;
- c. To learn common LGBTQ terms, definitions and concepts;

- d. To identify strategies and best practices for institutions and conferences to ensure all individuals may participate in an athletics climate of respect and inclusion, regardless of sexual orientation, gender identity or gender expression; and
- e. To develop facilitation and presentation skills for the ONETEAM program.

*Train-the-trainer workshop - Platform.* The working group agreed the train-the-trainer program should be conducted in-person.

*Train-the-trainer workshop - Participants.* The group agreed that any non-student, full-time employee in Division III athletics (e.g., assistant coach, director of athletics, commissioner), may apply to participate in the train-the-trainer workshop. However, the group did not determine what the specific application process would be. One suggestion was to use the “Game Day the DIII Way” program as a model for selecting participants. Working group members will also have the opportunity to participate in a workshop.

*Train-the-trainer workshop - Eligibility.* The working group agreed that every conference should have the opportunity to be represented at a workshop. By allowing conference representation, there is a greater likelihood of engagement, continuity, and distribution of information across the membership. The working group agreed that if a conference does not have a representative, there may be opportunities for other conferences to have multiple representatives.

*Train-the-trainer workshop - Duration.* The working group agreed that one-and-one-half days is an ideal length for the train-the-trainer workshop. The duration would allow participants to arrive the day before the workshop. The formal workshop would take place for most of the next day and a half with a mid-afternoon conclusion on the second day to allow participants to fly home that evening.

*Train-the-trainer workshop - Frequency and dates.* The working group agreed that the train-the-trainer workshop would be facilitated once per budget cycle, but twice per calendar year to have the greatest impact. Proposed dates include June 2019 for the 2018-19 budget cycle and December 2019 in the 2019-20 budget cycle. Staff noted that there may be an opportunity to facilitate a third workshop during the 2020-21 budget cycle, pending financial availability and membership interest.

*Train-the-trainer workshop - Location.* The working group agreed that the train-the-trainer workshop will be conducted as a stand-alone program at the NCAA national office to best accommodate the logistics and expenses needed for a multi-day program. Staff clarified that although the train-the-trainer workshops will be conducted at the NCAA national office, subsequent ONETEAM programs may be conducted anywhere and in conjunction with other

programs, such as coaches' conventions, the NCAA Convention, the NCAA Inclusion Forum or the NCAA Regional Rules Seminars.

*ONETEAM program – Learning Objectives*

The working group agreed with the following learning objectives for the ONETEAM program, a subsequent educational program facilitated by individuals who complete the train-the-trainer workshop:

- a. To understand the involvement of the NCAA and Division III in LGBTQ issues on the national, regional and local levels;
- b. To recognize the importance of LGBTQ inclusion in college athletics;
- c. To learn common LGBTQ terms, definitions and concepts; and
- d. To identify strategies and best practices for institutions and conferences to ensure all individuals may participate in an athletics climate of respect and inclusion, regardless of sexual orientation, gender identity or gender expression.

*ONETEAM program – Platform.* The working group agreed the ONETEAM program initially should be conducted in-person rather than via an online Learning Management System (LMS) model. Staff noted there may be future opportunities to implement an LMS model, pending financial availability and membership interest.

*ONETEAM program – Participants and eligibility.* The group agreed that anyone may participate in the ONETEAM program. Member institutions and conferences will determine their intended audience(s) and participation criteria. The group noted that the ONETEAM program would be beneficial for student-athletes (e.g., team captains, SAAC), but agreed that any ONETEAM program conducted for student-athletes should be separate from ONETEAM programs conducted for coaches, administrators, staff or faculty.

*ONETEAM program – Duration.* The working group agreed that the ONETEAM program should take between 60- and 90-minutes. The rationale for a relatively short program was three-fold:

- a. Those facilitating the ONETEAM program would likely not be subject-matter experts;
- b. The ONETEAM program would center on four learning objectives; and
- c. A relatively short ONETEAM program would maximize engagement and retention of information.



*ONETEAM program – Frequency, dates and location.* The working group agreed that member institutions and conferences will determine the frequency, dates and locations to conduct the ONETEAM program.

*Remaining Questions.* As the working group continues to consider elements of the ONETEAM program, the following questions remain to be answered during its January 2019 teleconference:

- (1) How does the working group ensure a diverse representation of facilitators and participants?
  - (2) Should there be accountability measures for trained facilitators, member institutions and conferences? If so, what are those measures?
- 5. LGBTQ recognition event.** The working group briefly discussed ideas for a Division III LGBTQ recognition event. The working group agreed it should be an annual event, pending financial availability and membership interest. The group also suggested leveraging NCAA Champion magazine to recognize individuals. The working group agreed to continue discussing this initiative on future teleconferences and perhaps provide an update to the membership at the NCAA Inclusion Forum in April.
- 6. Future teleconferences.** Staff will send a Doodle request to determine availability for the next two teleconferences (e.g., January and March 2019).
- 7. Other business.** Staff requested shirt sizes for each working group member. All working group members, Division III Management Council and Student-Athlete Advisory Committee members will receive a ONETEAM t-shirt as a gesture of thanks for their service toward LGBTQ inclusion.

*Committee Chair:* Neil Virtue, Mills College  
*Staff Liaison(s):* Louise McCleary, Division III Governance  
Jean Merrill, Office of Inclusion

NCAA Division III LGBTQ Working Group November 28, 2018, Teleconference	
<b>Attendees:</b>	
Mikayla Costello, Willamette University.	
R. Brit Katz, Millsaps College.	
Christopher Kimball, California Lutheran University.	
Donna Ledwin, Allegheny Mountain Collegiate Conference.	
Crystal Lanning, University of Wisconsin – River Falls.	
Emet Marwell, Mount Holyoke College.	
Julie Shaw, Gonzaga University	
Neil Virtue, Mills College.	
<b>Absentees:</b>	
Kyrstin Krist, Methodist University.	
Kathleen Murray, Whitman College.	
Michael Vienna, Emory University.	
<b>NCAA Staff in Attendance:</b>	
Louise McCleary, Jean Merrill.	



**REPORT OF THE  
NCAA DIVISION III TECHNOLOGY USERS GROUP  
OCTOBER 19, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

- 1. Welcome.** The NCAA Division III Technology Users Group commenced business at 11:03 a.m. Eastern time Friday, October 19, 2018. The chair, Angel Mason, welcomed the user's group and completed the roll call. Staff noted that a liaison to the user's group, Kristin DiBiase, left the NCAA national office in August.
- 2. Report of June 12, 2018, teleconference.** The users group reviewed the report and noted no changes.
- 3. Updates and actions since June.** At the request of the chair, staff provided updates on the following areas:

- a. Single-Source Sign-On (SSO) updates. Staff noted that the Division III conference grant annual reporting form will be housed on SSO for the 2018-19 reporting cycle and beyond. Staff emphasized that the actual reporting form will not change; only the access point to the forms will change.

Staff sought feedback regarding the capability to access the NCAA committee zone via SSO. The users group noted that this function was not available and committee members continue to encounter obstacles with accessing committee meeting information.

Governance and championships staff are collaborating in moving the championships logo library to SSO. An update will be provided on the next teleconference.

Staff announced that the Division III Identity Purchasing website will move to the SSO with the start of the 2018-19 new credit in early Sept.

- b. NCAA Transfer Portal. Staff provided an update on the NCAA Transfer Portal. Effective Oct. 15, Divisions I and II institutions will use the NCAA Transfer Portal to initiate student-athlete transfers.

Although Division III institutions will not use the Transfer Portal to enter transferring student-athletes, Division III institutions will have access to the portal to view Division I and II student-athlete information.

The Transfer Portal shows the student-athlete's notification of transfer (Division I) and permission to contact (Division II) in addition to the student-athletes transfer tracer.

Single-Source Sign-On System (SSO) administrators now can provide access to the Transfer Portal for staff and coaches. The Resources tab is currently live. More resources will be available as the Transfer Portal continues in its development.

Staff also noted that at the January Management Council meeting, the Council will discuss next steps regarding Division III's involvement with the portal. In particular, should Division III institutions enter student-athlete information into the portal for transferring student-athletes? This action would require a legislative change to the self-release legislation. If Division III determines it doesn't want to enter student-athlete information into the portal, should it provide the transfer tracer information once a student-athlete has notified the institution of their transfer decision which may reduce the compliance administrative burden.

4. **Compliance Database.** In August, staff received information that there were several technological issues with the NCAA Compliance Database and in particular the NCAA ID Lookup function. The issues include:
  - a. The tab is not moving correctly in the NCAA ID lookup;
  - b. Within the edit staging list page, the sport field doesn't default to the sport the user is working with;
  - c. On the Add Student page, the city and state do not auto populate; and
  - d. An apostrophe in the name isn't displaying correctly.

Staff submitted these issues to the NCAA IT staff and will provide an update on the next teleconference.

5. **Other business.** The users group discussed the following items:
  - a. Division III University. Staff provided an update on this proposal that includes on-line learning modules for Division III head coaches. At its October meeting, the Management Council endorsed this initiative and recommended that the Strategic Planning and Finance Committee discuss ways to financially support.
  - b. Program Hub PDF functionality. Staff is seeking an answer to the user's group's request to be able to download a PDF version of the Program Hub nomination/application so that everyone can review the needed information prior to completing the forms. While this function cannot be added within Program Hub, it can definitely add a PDF of a sample nomination/application to NCAA.org and in particular, the webpage that houses the nomination/application information. Further, staff will add a link to the PDF in all correspondence from the NCAA.

- c. Woman of the Year. Staff will follow up with the NCAA office of inclusion to request an allowance for commissioners to see all of their conference nominations for the Women of the Year award as well as the ability to add information to the nomination form. It is a common occurrence for nominees to receive additional awards after the nomination close date. Commissioner access would reduce staff work. Staff will provide an update on the next teleconference
  - d. NCAA Compliance Assistant. Staff has requested that the email associated with the NCAA Compliance Assistant be changed from [nobody@ncaa.org](mailto:nobody@ncaa.org) to a more identifiable email as many student-athletes are deleting the current email based on its name.
  - e. Genius Sports. A member of the users group noted that Division III sports information directors are expecting the release of the first Genius Sports software in the near future. There have been several in-person and webinar educational trainings on how to use the new software. While there still is apprehension, it appears that it only takes a few games to become familiar with the software, and sports information directors are managing the transition.
  - f. Student Immersion Program. The users group asked about the nomination and selection process. Staff noted that this program's selection philosophy is to choose students who are truly interested in a career in athletics versus ensuring conference representation. Therefore, in a given year, there may be multiple students from the same conference while some conferences may not have any participants.
  - g. Users Group Composition. The chair requested the user's group be prepared to discuss on the next teleconference if any new members should be added to the group or if there are any current members who want to end their service.
- 6. Next Call.** Staff will send out a doodle poll for a mid-February teleconference. Agenda items will include:
- a. Update on moving the championships logo library and committee zone to SSO.
  - b. Creation of a PDF sample of all Program Hub applications/nominations to be stored on NCAA.org program specific pages.
  - c. Update on Division III University.
  - d. Genius Sports updates.
  - e. Update on editing Woman of the Year nominations.

- f. Compliance database and assistant updates.
  - g. Composition of users group.
7. **Adjournment.** The call adjourned at 12:02 p.m. Eastern time.

*Staff Liaisons:*                *Louise McCleary, Division III Governance*

NCAA Division III Technology Users Group October 19, 2018, Teleconference	
<b>Attendees:</b>	
Amy Carlton, American Southwest Conference	
Emily Diekelmann-Loux, MASCAC	
Angel Mason, Pomona-Pitzer Colleges	
Rosy Resch, University of Chicago	
Jeff Schaly, Marietta College	
<b>Absentees:</b>	
Scott Hearn, Bridgewater College (VA)	
<b>NCAA Staff Support in Attendance:</b>	
Louise McCleary	

## **DIVISION III IDENTITY INITIATIVE**

### **Division III Purchasing Website**

After signing a three-year contract extension (2016-2019), the Division III Purchasing Website is in its eighth year of operation, and its seventh year of management by Source One Digital. In September, a new \$500 credit was offered to institutions and conferences for purchases from the site during the 2018-19 year. Thus far, approximately 17.7 percent (80) of the institutions and 31 percent (14) conference offices have used their credit, which ends on August 31, 2019. Since the start of 2018, the Source One Digital website contains new items from both Gameday the DIII Way and Division III LGBTQ initiatives.

### **Division III/D3SIDA Recognition Award**

The Division III College Sports Information Directors of America (D3SIDA) selection committee recently selected Babson College Athletics Communication Director [Jeremy Viens](#) as the Fall recipient of the D3SIDA Recognition Award for his story titled [Men's Basketball Alums Droney, Flannery Bring National Championship Pedigree to The Basketball Tournament](#). The next submission deadline is February 15. The Division III and D3SIDA Recognition Award is a partnership between the Division III governance staff and D3SIDA to honor the best work - including news releases, feature articles, videos, blogs and other materials - produced by Division III campus and conference athletics communication offices. Each top honoree, named three times annually, will receive a \$1,500 credit to attend Division III Day at the 2019 CoSIDA Convention in Orlando, Florida.

### **Social Media**

After a busy start to the year, the Division III Twitter audience increased to 58,010 followers by adding over 3,000 in the first four months, while Facebook had an impressive turnout landing a total of 1,500 new page followers. Throughout fall championships, snapchat geofilters resulted in over 133,000 views. NCAA staff has continued to employ a social media strategic plan to leverage social media as a primary channel for sharing the Division III story with current student-athletes, administrators, potential student-athletes, parents, and supporters.

During 2018-19 academic year, in coordination with the assistant commissioner subcommittee, NCAA staff decided to launch an Instagram page. After a three-year process, in early November, staff launched the account. Within 60 days, the page has over 1,300 followers and staff will push for another social media campaign throughout DIII Week. Check out the page [here](#).

### **Special Olympics**

For the third straight year, Special Olympics bracelets were provided to all Division III fall championships to highlight the division's partnership. To date, 26 institutions and three conference offices have reported Division III Special Olympics activities during the 2018-19 year. Activities thus far have involved approximately 3,050 Division III student-athletes and 3,500 Special Olympic athletes. The division, to date, has dedicated just over 5,000 volunteer hours and raised over \$8,000 as a result of these activities. Staff continues to encourage schools and conferences to report their events.

July 21, 2018 marked 50 years of Special Olympics! In honor of this milestone and in celebration of our Partnership, the Division III National Student-Athlete Advisory Committee has initiated the “50 for 50th Challenge.” Overall, each Division III institution is challenged to have at least 50 student-athletes participate in a Special Olympics event(s) by April 30, 2019. For more on the challenge, click [here](#).

In addition to the 50 for 50<sup>th</sup> Challenge, in honor of the 50th anniversary of Special Olympics and in celebration of the Division III partnership, Division III and Special Olympics have joined forces to present 50 profiles honoring the unified work of the NCAA, Division III and Special Olympics. We encourage members to use the hashtag #d3SO50for50th for more profiles on any Division III/Special Olympics activities.

### **Website Content**

NCAA.org continues to provide Division III with additional opportunities to use its home page to share more stories portraying its unique student-athlete experience. The page regularly highlights Division III feature stories from sources such as member websites and Champion magazine, and videos produced by the NCAA and by member schools and conferences. Sports information directors are encouraged to send human interest stories and record-breaking performances to [d3identity@ncaa.org](mailto:d3identity@ncaa.org). As a reminder, the new FTP site is now titled Videos and Resources. Here you will be able to find logos, videos, EPSs, and other helpful resources. For more information, please click [here](#).

### **Division III Week**

A communications kit for DIII Week will be available online in January of 2019. Click [here](#) for more information. The eighth annual Division III Week will occur **April 1-7, 2019**.





**REPORT OF THE  
NCAA DIVISION III STRATEGIC COMMUNICATIONS WORKING GROUP  
AUGUST 7, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**LEGISLATIVE ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome.** NCAA staff welcomed the committee members and completed the roll call.
2. **Introduction to Project.** Staff provided an overview of the project and provided examples of why the current Strategic Athletics Communications Guide needs to be updated along with its importance to collegiate athletics. Staff also explained the working group's role in updating this resource and necessary steps to accomplish by mid-May 2019.
3. **Review 2012 Strategic Athletics Communications Guide.** Staff reviewed the communications guide that was created and distributed to the membership in 2012. Most working group members were familiar with the guide. The guide is divided into three areas:
  - a. Data;
  - b. Best practices; and
  - c. Resources.

Staff requested the working group take another careful look at the guide in the next few weeks and provide feedback, additional information and updates to the staff.

4. **Review of 2012 survey.** The working group reviewed the 2012 survey instrument and provided feedback on which questions to retain as well as ones to delete and add for the 2018 survey. Staff will incorporate the proposed changes and forward to the working group to review prior to its late September teleconference.

5. **Projected timeline.** Staff provided the projected timeline for this project and future teleconferences. The intended completion date is mid-May 2019. Staff noted that there will likely be a teleconference every six to eight weeks.
6. **Next Steps.** Staff discussed the group's next steps, outlined below and noted there will be a doodle sent for a September teleconference.
  - a. Late September teleconference.
  - b. Survey creation and distribution.
7. **Other Business.** There was no other business.
8. **Adjournment.** The call adjourned at 3:54 p.m. Eastern time.

*Staff Liaisons: Adam Skaggs, Division III Governance*

NCAA Division III Strategic Communications Working Group August 7, 2018, Teleconference	
<b>Attendees:</b>	
Mike Ghika, Great Northeast Athletic Conference	
Katie Jo Kuhens, Wartburg College	
Lori Mazza, Western Connecticut State University	
Lenny Reich, University of Mount Union	
Kiana Verdugo, SAAC	
<b>Absentees</b>	
Samuel Atkinson, Gallaudet University	
Kimberly Wenger, Northwest Conference	
<b>NCAA Staff Support in Attendance</b>	
Louise McCleary	
Adam Skaggs	



REPORT OF THE  
NCAA DIVISION III STRATEGIC COMMUNICATIONS WORKING GROUP  
SEPTEMBER 20, 2018, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome.** NCAA staff welcomed the working group and completed the roll call.
2. **August 7, 2018, Teleconference Report.** The working group reviewed the report and had no recommended changes.
3. **Review Updated Survey.** Working group members discussed changes and edits for the 2018 CoSIDA Strategic Communications survey. Once the review was complete, the committee agreed the best time to distribute the survey to the membership was October with a completion date no later than October 26, 2018.
4. **Review additional sections of the 2012 Strategic Athletics Communications Guide.** In reviewing the 2012 guide, staff focused attention on the following questions:
  - a. Which sections should we add?
  - b. Which sections should we repeat?
  - c. Which sections should we eliminate?

The working group looked over each section and provided input on key important information. The shared opinions led to a discussion on how the data, overall, can be used as a resource for Division III sport information directors.

5. **Next Steps.** Staff discussed the group's next steps, outlined below, and noted there will be a doodle sent out late October, for the next teleconference.
  - a. Survey distribution in late September.
  - b. Early November teleconference

6. **Other Business.** There was no other business. Staff will send out a doodle for a late January teleconference.
7. **Adjournment.** The call adjourned at 10:54 a.m. Eastern time.

*Staff Liaison: Adam Skaggs, Division III Governance*

NCAA Division III Strategic Communications Working Group September 20, 2018	
<b>Attendees:</b>	
Lori Mazza, Western Connecticut State University	
Katie Jo Kuhens, Wartburg College	
Mike Ghika, Great Northeast Athletic Conference	
Kimberly Wenger, Northwest Conference	
Lenny Reich, University of Mount Union	
Samuel Atkinson, Gallaudet University	
Kiana Verdugo, SAAC	
<b>Absentees</b>	
None	
<b>NCAA Staff Support in Attendance</b>	
Louise McCleary and Adam Skaggs	



**REPORT OF THE  
NCAA DIVISION III STRATEGIC COMMUNICATIONS WORKING GROUP  
NOVEMBER 13, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome.** NCAA staff welcomed the working group and completed the roll call.
2. **Review 2012 Strategic Athletics Communications Guide.** Staff led the working group in a review of the 2018 CoSIDA Division III Communications/Sports Information National Survey Executive Summary. Working group members shared input and provided comments on the seven following sections:

- Demographics
- Professional Skillset
- Salaries and Contract Terms
- Athletic Communications/Sports Information Responsibilities
- Athletic Communications/Sports Information Staff
- Technology, Social Media Website and Game Management
- Campus/Conference Partnerships

Staff assigned working group members specific sections to review and, in particular, compare the 2012 resource data to the recently completed survey feedback.

3. **Next Steps.** Staff discussed the group's next steps, outlined below, and noted there will be a doodle sent out to schedule the upcoming teleconferences.
  - a. Early January teleconference.
  - b. Late February teleconference.
4. **Other Business.** There was no other business.

5. **Adjournment.** The call adjourned at 4:01 p.m. Eastern time.

*Staff Liaison: Adam Skaggs, Division III Governance*

NCAA Division III Strategic Communications Working Group November 13, 2018	
<b>Attendees:</b>	
Lori Mazza, Western Connecticut State University	
Katie Jo Kuhens, Wartburg College	
Mike Ghika, Great Northeast Athletic Conference	
Lenny Reich, University of Mount Union	
Samuel Atkinson, Gallaudet University	
Kiana Verdugo, SAAC	
<b>Absentees</b>	
Kimberly Wenger, Northwest Conference	
<b>NCAA Staff Support in Attendance</b>	
Louise McCleary and Adam Skaggs	



**REPORT OF THE  
NCAA DIVISION III COMMISSIONER BUSINESS MANAGEMENT  
RESOURCE SUBGROUP  
OCTOBER 19, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**LEGISLATIVE ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

- 1. Welcome and Introductions.** The NCAA Division III Commissioner Business Management Resource Subgroup commenced business at 1:02 p.m. Eastern time Friday, October 19, 2018. Staff welcomed the group and completed the roll call.
- 2. Report of August 8, 2018, Teleconference.** The subgroup reviewed the report and noted no changes.
- 3. Review of Updated Business Management Resource Content.** The subgroup reviewed the draft Business Management Resource outline and provided feedback on specific content. (Attachment)
- 4. Feedback from Division III Commissioners Association.** Overall, the feedback supported the creation of the Business Management Resource. The subgroup reviewed each comment and added it to the resource content, if appropriate. Staff noted that the stated goal is to have the resource printed and available for distribution by the commissioner June 2019 in-person meeting.
- 5. Conference Insurance Considerations.** The subgroup reviewed the most up to date draft of the Conference Insurance Considerations Resource. Staff requested that the subgroup review the resource and on its next teleconference and detail the following:
  - a. Areas of confusion; and
  - b. Areas that should be highlighted (e.g., “call out” box) in the final resource.
- 6. Other business.** Staff will send out a doodle poll for a teleconference in early to mid-December as well as early February. On the December teleconference, the subgroup will review its feedback on the insurance considerations resource, as well as present its draft of the Conference Office Structure section. The subgroup also will begin its review of the Security Systems section.

7. **Adjournment.** The call adjourned at 1:40 p.m. Eastern time.

*Staff Liaison:* Louise McCleary, Division III Governance

October 19, 2018, Teleconference	
<b>Attendees:</b>	
Jenn Dubow, Southern California Intercollegiate Athletic Conference	
Gregg Kaye, Commonwealth Coast Conference	
Dan McKane, Minnesota Intercollegiate Athletic Conference	
Adrienne Mullikin, Colonial States Athletic Conference	
Terry Small, New Jersey Athletic Conference	
<b>Absentees:</b>	
None.	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Louise McCleary.	



*Conference Office Business Management: Items to Know.* The Resource would include a series of resources (ideally a reduced version of the conference insurance considerations resource). It would include the following topic areas:

Conference Office Structure. (Commissioners subcommittee)

- Provide sample conference office organizational charts.
- Provide sample job descriptions for each member of the conference office staff.
- What are the core responsibilities of the conference office? Are conference-wide expectations of the conference office staff definable, obtainable and measurable?
- What physical and financial resources are provided for the conference office operation and how are those resources funded?
- Is the current conference office staffing sufficient to adequately meet the needs of the conference member institutions?
- Is there a process for establishing the conference structure? Conference area of focus? Responsibility of conference staff members?

Risk Management. (NCAA experts: Brad Robinson and Jessica Kerr)

- How does the conference conduct risk assessment and implement risk management policies (e.g., liability and D&O insurance, additionally insured, event-related liability coverage, etc.)?
- Include [Conference insurance considerations](#) resource.
- How do you validate all legal requirements upon hiring an employ? (Checking of citizenship, etc...)
- Who do you use for legal services (institutional general counsel, outside counsel, etc...)?
- Do you have Directors and Officers (D&O) liability coverage?
- Have you filed proper paperwork at the state and federal level for any tax exemptions and statuses? Do you have on file the original documentation?
- Office location – campus, residence or office building.

Human Resources. (NCAA expert: Wendy Pottgen)

- Full-time employee benefit structure (e.g., available full benefits, including health insurance and retirement)
- Part-time employee and intern salary and benefit structure.
- What are HR policies (sick leave, maternity/paternity, whistleblower, grievance, etc...)? Who establishes those? How are they codified? How are they enforced? Are they in the conference handbook?
- How do you create diverse candidate pools?
- Where do you post job openings?
- Do you have appropriate insurance policies? (accidental, life and health)

Officiating. (NCAA expert: Dan Calandro)

- Who drafts your officiating assignor's contracts?
- Do your officiating assignors have a contract?
- Do you run background checks on officials and/or assignors? Do you have a policy as to when and when not to do this?
- Do your assignors have insurance?

Financial. (NCAA expert: Caryl West)

- How often are conference fiscal policies and procedures reviewed to ensure future financial stability for the conference?
- How is the conference operational budget established?
- Do conference policies require that all expenses and revenues associated with the operation of the conference be audited? If so, how often? If not, how does the conference conduct a financial review?
- What is the check writing policy (e.g., two signatures above \$1,000)?
- Maintenance of operating and travel budgets to allow for the effective operation of the conference.
- What are the steps to modify bank accounts and/or lockbox access?
- If a president leaves who is a signatory on conference accounts, how do you determine who is the new signatory?
- Do you keep a lockbox or a safe on site? At a bank?
- Do you have a petty cash policy?
- Policy on Trademarks for logos.
- Conference incorporation.
- Budget reserve – limits, policies.
- Structure of championships – hosts and conference.
- Do you have a conference grant program distribution model/policy/process that aligns with the NCAA conference grant policies?

Security Systems. (NCAA expert: Clyde Hague)

- Do you have a document retention policy?
- Do you have a firewall on your computer system or a way to prevent cyber-attack of data?
- Data back-up policy.
- Emergency action plan.
- Authentication controls (e.g. passwords).

Reporting Responsibilities. (NCAA expert: TBD)

- Policy for filing state and/or federal forms?
- Filing for 501 (c) (3) status and sales tax exemption.



**REPORT OF THE  
NCAA DIVISION III COMMISSIONER BUSINESS MANAGEMENT  
RESOURCE SUBGROUP  
DECEMBER 12, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**LEGISLATIVE ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and Introductions.** The NCAA Division III Commissioner Business Management Resource Subgroup commenced business at 12:30 p.m. Eastern time Wednesday, December 12, 2018. Staff welcomed the group and completed the roll call.
2. **Report of October 19, 2018, Teleconference.** The subgroup reviewed the report and noted no changes.
3. **Business Management Resource Content.** The subgroup reviewed the draft Business Management Resource content and had no edits. Staff noted that the Reporting Responsibilities section may be incorporated in the Risk Management section.
4. **Conference Office Structure.** The subgroup members created a draft of the Conference Office Structure section. It will contain sample conference office organization charts and job descriptions for each conference office staff member. It also will provide a high-level overview of items to know related to the conference office structure. Areas of focus include the following:
  - a. Core responsibilities and conference-wide expectations.
  - b. Physical and financial resources.
  - c. Staffing.
  - d. Establishment of a conference structure.

The subgroup will provide another draft for the February teleconference.

5. **Security Systems Review.** The subgroup reviewed the most up to date draft of the Security Systems section. The subgroup noted no needed changes.
6. **Risk Management Review.** The subgroup reviewed a PowerPoint outline of the Risk Management section. The subgroup endorsed the outline. Staff will provide a first draft for review during the February teleconference.

7. **Human Resources Review.** The subgroup reviewed an outline of the Human Resources section and endorsed the outline. Staff will provide a first draft for review during the February teleconference.
8. **Conference Insurance Considerations Feedback.** The subgroup reviewed the existing Conference Insurance Considerations resource and provided feedback on areas that should be highlights (e.g., “call out” boxes) in the final resource. The subgroup had no additional revisions.
9. **Other business.** The desired outcome is to distribute the final resource, designed by a graphic designer, by the June 2019 Division III commissioner meeting. The subgroup noted that each section needed an NCAA contact as a resource for additional questions.

The subgroup’s next teleconference is in February. During this teleconference, the subgroup will review the Financial and Officiating sections as well as finalize the Conference Office Structure, Risk Management and Human Resource sections. Staff anticipates additional teleconferences in late March and early June to complete the resource.

10. **Adjournment.** The call adjourned at 1:20 p.m. Eastern time.

*Staff Liaison:* Louise McCleary, Division III Governance

December 12, 2018, Teleconference	
<b>Attendees:</b>	
Jenn Dubow, Southern California Intercollegiate Athletic Conference	
Dan McKane, Minnesota Intercollegiate Athletic Conference	
Adrienne Mullikin, Colonial States Athletic Conference	
Terry Small, New Jersey Athletic Conference	
<b>Absentees:</b>	
Gregg Kaye, Commonwealth Coast Conference	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Louise McCleary.	

**From:** [denise.udelhofen@loras.edu](mailto:denise.udelhofen@loras.edu)  
**To:** [Kresge, Debra](#)  
**Subject:** Form submission from: Division III Management Council Conference Visits  
**Date:** Tuesday, November 27, 2018 2:34:01 PM

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From:  
Denise Udelhofen

Email Address:  
[denise.udelhofen@loras.edu](mailto:denise.udelhofen@loras.edu)

Conference Visited:  
Iowa Intercol. Athletic Conf.

Date:  
Nov. 12, 2018

Attendees:  
ADs, FARs , Commissioner and Associate Commissioner

Division III Campus Issues to Report:  
Sportsmanship - how do we continue to improve in that area. Some have attended the Game Day the DIII way - what do we want to focus. Student athletes and coaches? Parents? Good discussion.

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives  
All institutions have programs on sexual violence on their respective campuses. General consensus is support of the vote in January to add five public members.

Sport Science Institute Initiatives  
Not discussed

Injury Surveillance Program  
Not discussed

2019 Legislative Proposals  
Review all proposals and conducted a straw poll as to how institutions many vote in January.

Working Groups  
American Rivers Championship committee continues to look at ways we can enhance our conference championships

Other General Comments:  
We had discussion on minor issues that continue to arise from name change such as wording in the constitution and by laws.  
Planning for Women in Sport Symposium - due to poor weather had to postpone from Nov. 26th to some time early February.

Inquiry ID# 235111 submitted on: Tuesday, November 27, 2018 - 14:33

**From:** [kroy@nacathletics.com](mailto:kroy@nacathletics.com)  
**To:** [Kresge, Debra](#)  
**Subject:** Form submission from: Division III Management Council Conference Visits  
**Date:** Tuesday, December 4, 2018 2:59:27 PM

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From:  
Kate Roy

Email Address:  
[kroy@nacathletics.com](mailto:kroy@nacathletics.com)

Conference Visited:  
North Atlantic Conference

Date:  
Nov 13, 2018 & Nov 28, 2018

Attendees:  
Commissioner, ADs, SWAs, President's council

Division III Campus Issues to Report:

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives

While there is some trepidation from a few presidents, everyone was on board after I went through the process and possibilities.

Sport Science Institute Initiatives

Appreciation for the work being done

Injury Surveillance Program

lukewarm interest

2019 Legislative Proposals

Small but vocal opposition to graduation rate reporting. Comments included "data for data sake," "too much of an administrative burden," and "not a good enough definition of student athlete" - despite my reminder that the current definition is the same. However, most people are on board and already contribute (or have contributed) on a voluntary basis.

Little support for social media changes.

Working Groups

Other General Comments:

The entire conference is clamoring for a national level approach to recruiting, training, supervising, officials and are disenchanted with the conference or regional approach.

Inquiry ID# 265686 submitted on: Tuesday, December 4, 2018 - 14:59

**From:** [mvienna@emory.edu](mailto:mvienna@emory.edu)  
**To:** [Kresge, Debra](#)  
**Subject:** Form submission from: Division III Management Council Conference Visits  
**Date:** Friday, October 26, 2018 10:41:24 AM

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From:  
Michael Vienna

Email Address:  
[mvienna@emory.edu](mailto:mvienna@emory.edu)

Conference Visited:  
Ohio Athletic Conference

Date:  
October 25, 2018

Attendees:  
AD's, SWA's, FAR's

Division III Campus Issues to Report:

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives  
Concerned with the lack of Division III representation on the Board.

Sport Science Institute Initiatives  
Asked about having more information and recommendations for sports other than football.

Injury Surveillance Program  
None

2019 Legislative Proposals  
There was not a formal or straw vote taken as this was the first time reviewing as a conference.

\* 2-1 Board of Governors - as mentioned above, concerned about the lack of Division III representation on the Board

\* 2-2 Student-Athlete Graduation Reporting Rate - very limited comments

\* 2-3 Pre-enrollment Educational Expenses - limited comments, did discuss the recently distributed Blanket Waiver for this year.

\* 2-4 Deregulate Social Media - Seemed to support this proposal and further deregulation of social media

\* 2-5 Full-Time Enrollment Exception before Experiential Learning Requirement - would like some further clarification in the Q & A document on: 1) examples on how winter sport student-athletes would be impacted since their sport goes over two terms; 2) thorough explanation on definition of Experiential Learning

\* 2-6 Field Hockey & Soccer Acclimatization Period - limited comments

\* 2-7 Football Playing & Practice Preseason - a suggestion was made to vote the proposal down and as long as the administrative waiver is continued to be approved, teams would be able to get more than 23 days of practice.

#### Working Groups

- \* Shared the purpose and distribution of the LGBTQ Working Group identity kit and nondiscrimination policy guide

- \* No comments on FAR Working Group information

#### Other General Comments:

Seemed supportive of the recently instituted NCAA Transfer Portal and for Division III to consider being a full-participant.

Inquiry ID# 232826 submitted on: Friday, October 26, 2018 - 10:41



**NCAA Division III and NASPA Alcohol and Other Drug Collaborative**  
**360 Proof Program Update**  
**December 18, 2018**

1. **Registration Update.** 225 institutions are currently registered for 360 Proof, which is an increase of five since the June 2018 update. 765 Institutions are eligible to use the program in 2018-19, which includes all Division III institutions and all NASPA Small College and University Division institutions that sponsor varsity athletics.
2. **September Strategy Session.** Based on lower than desired use of the program, the 360 Proof Steering Committee engaged in a strategy session with representatives from NCAA Division III and the NASPA Small College and University Division. The objectives of the planning session were to assess extent to which 360 Proof is meeting its original vision; determine if and how vision should be updated; and prioritize strategy or activities to achieve (updated) vision.

Meeting participants determined that 360 Proof is meeting its original vision, which remains an appropriate guide for the design and scope of the program. There is not a desire to add eligible institutions (Divisions I or II) or topical areas (e.g., cannabis, sexual assault), until the program experiences greater use. Also, its exclusive focus on small colleges is part of the program's value.

As a result of this strategy session, the Steering Committee updated its program goal No. 3, resulting in the following:

- a. Enhance student success by reducing the consequences of alcohol use.
- b. Achieve campus collaboration and integration.
- c. Foster opportunities for future campus collaboration and broader engagement with NCAA and NASPA programs.

Further, the Steering Committee prioritized strategies and activities to achieve the program vision:

- a. Clarify the description of 360 Proof, including what it helps the campus accomplish. (2018-19)
- b. Offer smaller "paths" of use to encourage engagement of new users. (2018-19)
- c. Invest in Technical Assistance. (2019-20)

Work on these items has begun. The operations team also is updating the annual user evaluation survey to be more outcome focused.

3. **Communications Plan Update.** The operations team is currently revising the 360 Proof messaging document and communications calendar as described above. 360 Proof will have presence at NASPA Strategies Conference, NCAA Convention, NASPA Annual Conference and will engage in a social media campaign later in spring 2019.

- 4. Learning Collaborative Update.** The 2018-19 schedule is below, and participation numbers are higher than prior years.
- a. September 18, "Overlap of Alcohol & Sexual Assault: Implications for Prevention," featuring Jen Jacobsen, Assistant Dean of Students and Director of Wellness and Prevention, Grinnell.
  - b. October 24, "Delivering Brief Interventions to All Student Athletes," featuring Brian Bowden, Lead BASICS counselor, Dartmouth.
  - c. November 28, "Risk Factors, Protective Factors, and Norms Among First-Year Athletes," featuring David Wyrick, director of the Institute to Promote Athlete Health & Wellness, UNC Greensboro.
  - d. February 6, "College AIM Version 2: Updates and Implications for 360 Proof," featuring Jessica Cronic, associate professor; director of, family and human services, Oregon.
  - e. March 12, "Pregaming and Drinking Games: Implications for Work with Student-Athletes," featuring Byron Zamboanga, professor of psychology, Smith.
  - f. April 10, "Looking Back and Looking Forward: Lessons Learned in Evaluating Prevention," featuring David Anderson, professor, director of the Center for the Advancement of Public Health, George Mason.

## 2018 NCAA Division III New FAR Orientation Summary for Management Council

Twenty-nine faculty athletics representatives (FARs) attended the inaugural Division III New FAR Orientation in Baltimore, October 31 to November 3. The cohort completed pre-work modules and supplemental programming throughout the FARA Annual Meeting, culminating in an action planning session. The program's focus is for FARs to understand and prioritize the duties inherent to the FAR position, understand the Division III model of athletics and build a network of FARs, both peer and mentor.

The 2018 planning team consisted of Jo Hopp, FAR at the University of Wisconsin, Stout, and Kurt Beron, FAR at the University of Texas at Dallas representing the FARA Executive Committee, and Dennis Leighton, FAR at the University of New England, representing the previous FAR Institute planning team. All planning team members also served on the Division III FAR Engagement Working Group.

Participant evaluations were generally positive. Results related to the learning objectives are shown below. The low score on being inspired to attend a future NCAA Convention is consistent with typical results of the FAR Institute evaluations. Also, it appears a new approach is needed to address the Division III governance structure and legislative process.

(1) Strongly disagree    (2) Disagree    (3) Neutral    (4) Agree    (5) Strongly Agree

<b>As a result of attending the Orientation and/or completing the pre-work...</b>	<b>Scores</b>
a. I have a better understanding of the duties of an FAR.	4.76
b. I can better prioritize the duties inherent to the FAR position.	4.48
c. I have a better understanding of the DIII model of athletics.	4.36
d. I have a better understanding of the Division III Governance Structure.	3.96
e. I have a better understanding of the Division III legislative process.	3.96
f. I have built a network of DIII FARs.	4.36
g. I have formed at least one mentor/mentee relationship.	4.21
h. I have a plan to effectively carry out duties I prioritized as a new FAR.	4.64
i. I am inspired to attend future FARA Annual meetings.	4.28
j. I am inspired to attend the NCAA Convention.	3.48
k. I am inspired to get involved with my athletics conference.	4.24

The planning team determined it will pursue a similar format for 2020, but will look for ways to introduce more breaks or social periods and further combine programming with the Division III breakout sessions at the FARA Annual meeting.

Jo Hopp and Kurt Beron have agreed to remain on the planning team for the 2019 FAR Institute which has been scheduled for October 18-20, 2019.



**REPORT OF THE  
NCAA DIVISION III INJURY SURVEILLANCE PROGRAM SUBGROUP  
OCTOBER 3, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**LEGISLATIVE ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and introductions.** The NCAA Division III Injury Surveillance Program (ISP) Subgroup commenced business at 2:10 p.m. Eastern time Wednesday, October 3, 2018. Staff welcomed the group and completed the roll call.
2. **Report of July 26, 2018, Teleconference.** The subgroup reviewed its report and had no changes.
3. **Division III Current Participation Numbers.** Staff provided an update on Division III institutions currently participating in the ISP. During the months of August and September, participation rose from nine to 11 percent. If every institution that has signed up to participate submits data, the participation rates would increase to 23 percent for the 2018-19 academic year – approximately 100 institutions.
4. **ISP Division III Survey Results.** Staff reviewed the results of a recent survey to the 39 institutions that participated in the ISP during the 2017-18 academic year. [Attachment] Overall, the feedback was positive. The subgroup discussed ways to use these institutions as promoters of the ISP program. Suggestions included asking commissioners to have these institutions speak about the ISP's benefits during conference meetings, as well as having them partner with the NCAA Sport Science Institute and Datalys staff to provide presentations at regional and national athletic trainer conferences (e.g., Great Lakes Convention and NATA Convention). The subgroup believes having a 60 or 90-minute presentation that includes a demonstration of the ISP and Q&A portion would have the greatest impact on educating the Division III membership. Staff also noted that there may be an opportunity to discuss the ISP at this year's Division III Issues Forum at the NCAA Convention.

5. **Timeline.** Staff noted that it will conduct another communication push in the coming months that will include the following:
- a. November: Direct email request to athletic trainers and athletics directors to participate in the ISP.
  - b. December: Share conference-specific reports with commissioners detailing the participation rates of member schools. Request commissioners discuss at January conference meetings and utilize past participants to highlight the ISP's benefits.
  - c. January: Possible discussion at Friday's Division III Issues Forum at the NCAA Convention.
6. **Next Teleconference.** The subgroup determined that future teleconferences were no longer needed as the Division III Management Council has endorsed the proposed strategic communications plan and staff has implemented it.
7. **Adjournment.** The call adjourned at 2:40 p.m. Eastern time.

*Staff Liaisons: Louise McCleary, Division III Governance*

October 3, 2018, Teleconference	
<b>Attendees:</b>	
Stevie Baker Watson, DePauw University	
Brad Bankston, Old Dominion Athletic Conference	
<b>Absentees:</b>	
Josh Ellow, Swarthmore College	
David Middlemas, Montclair State University	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Louise McCleary.	



## NCAA Division III – NCAA Injury Surveillance Program Survey

### 1. Is your institution public or private?

Answer	%	Count
Private	81%	21
Public	19%	5
<b>Total</b>	<b>100%</b>	<b>26</b>

### 2. What is the number of NCAA sponsored intercollegiate varsity programs?

Answer	%	Count
Less than 20	58%	15
20 – 25	35%	9
26 or greater	7%	2
<b>Total</b>	<b>100%</b>	<b>26</b>

### 3. What is the number of full-time Athletic Trainers?

Answer	%	Count
3 or more	77%	20
2	23%	6
<b>Total</b>	<b>100%</b>	<b>26</b>

### 4. Are your Athletic Trainers institutional employees or contractors?

Answer	%	Count
Institutional employees	86%	19
Contractors	14%	3
<b>Total</b>	<b>100%</b>	<b>22</b>

### 5. Number of years participating in the ISP?

Answer	%	Count
5 years or less	69%	18
10 years or greater	23%	6
6 – 9 years	8%	2
<b>Total</b>	<b>100%</b>	<b>26</b>

### 6. Why did you start participating in the ISP program?

To help the NCAA gather injury data
We were participating when I arrived. I also believe we need to do a better job a looking at injury trends throughout the country as a whole
Thought it was a good idea to help monitor injury trends
To contribute to data collection to help with injury prevention of student-athletes
One of our coaches was on his NCAA rules committee and asked me to submit data for his sport as they were seeking more information for rule changes.
AD insisted we look into it and consider participating.

### Why Started Participating CONTINUED

We started the year before I was the Head ATC, so I am unsure of why the initial decision was made. For me I think it helps see trends in injuries and is also an easy way to earn CEU's.

Interested to me to see statistics on injuries and how that information can be used to shape policy and practice.

Free injury tracking software. Eventually our funding increased so we began using different software and stopped reporting.

To help provide information to expand research and knowledge around the AT profession.

The ability to use SportsWare to collect the data

Initially it was required by our hockey conference. This year, we are adding more teams to the ISP.

Was a new AT. I thought it was something I should do to further the profession as well as assist in making sports participation more safe.

staff thought it was a good program and wanted to be involved

Value the opportunity to provide data for research

Helping out the ISP

Good to do. Helps understand why injuries are happening in a particular sport.

Because we could, with the assistance of our EMR, which previously we did not have.

Need for reporting of injuries for the use of research, and improvement of prevention and care for these injuries.

### 7. Did you experience any barriers during the initial stages of participation in the ISP?

Answer	%	Count
No	73%	19
Yes	27%	7
<b>Total</b>	<b>100%</b>	<b>26</b>

### 8. What suggestions could make it better?

Issues were with the software programs I was using SIMS, now with ATS and undecided if that is easier as this is first year using it

It is very time consuming. I already feel overwhelmed with my day-to-day and this is very time consuming with the steps on Sportsware in order to submit the information.

It adds time to the documentation process which is already difficult to keep up with considering staff size vs number of sports/athletes. There are also glitches in the EMR system, at times, which typically causes ATs to skip that portion all together as it won't allow the injury to be saved so the only way to correct it is to bypass.

Roster entry is time consuming and there should be a way to import rosters from an excel file that can be generated by our current injury tracking software or frontrush

More information on how to connect Sportsware to the ISS

Time and making changes to existing variables was difficult

Setting up the roster needs to be easier. I had not done basketball in 8 years (sorry working on that) and the roster was still there. I had to go in and manually delete all of those athletes. There must be an easier way to do it. Make a group deactivate tab or something. It was very frustrating and time consuming to go in and deactivate before I could add in the new roster

### 9. Number of sports reported data on in 2017-18?

Answer	%	Count
Less than 10	63%	15
10 – 15	29%	7
20 or greater	8%	2
<b>Total</b>	<b>100%</b>	<b>24</b>

#### 10. How many people are involved in collecting and reporting data for the ISP?

Answer	%	Count
2 – 3	50%	13
4 or more	42%	11
1	8%	2
<b>Total</b>	<b>100%</b>	<b>26</b>

#### 11. Who are the people involved in collecting and reporting data for the ISP? (select all that apply)

Answer	%	Count
Head athletic trainer	48%	24
Associate/assistant athletic trainer	46%	23
Other	6%	3
<b>Total</b>	<b>100%</b>	<b>50</b>

#### 12. Are any of the people you noted also your Athletics Healthcare Administrator?

Answer	%	Count
Yes	85%	22
No	15%	4
<b>Total</b>	<b>100%</b>	<b>26</b>

#### 13. What are the benefits to participating in the ISP? (select all that apply)

Answer	%	Count
An opportunity to contribute to NCAA national health and safety policies and sport rule changes.	29%	24
Ten continuing education credits per year for athletic trainers who submit the data.	28%	23
Enhancing the quality of student-athlete care by furthering scientific research regarding top health and safety risks.	24%	20
Access to current data that can inform injury prevention practices.	19%	16
<b>Total</b>	<b>100%</b>	<b>83</b>

#### 14. What is the perceived value of participating in the ISP?

Adding information on injuries and risk for further research on athlete safety and injury prevention
Ten free CEUs, helping shape policy
I do not think most ATs reference these numbers or are even aware of them
The 10 CEU's is a huge motivator.
none so far
Personally I feel participating is of high value. However, I cannot speak for athletic trainers at other institutions who may feel the barriers are higher than the perceived value.
I think it is an easy way to help with research by sharing information on what we are seeing here with our teams.
100% worth it !!
That the data is much more thorough and complete than it is. If there is only 10% participation, the numbers can't be accurate.
I think the overall perceived value of data collection is lost on the general membership
I believe most don't see a benefit to it. The benefits above, I didn't even know that all of them existed. I think that needs to be publicized/communicated better.
I see the value of the items mentioned in the previous question. It appears me others in my profession do not. As to why, i do not know. Ones I have spoken with see additional effort for little to no return.
I see the value in providing information for the broad needs of the student athletes.
To help get a better understanding of the trends in injuries.



### Perceived Value CONTINUED

we were looking to add a sport by others collecting injury data it was helpful to us on knowing if we needed further staffing etc. I hope by my staff reporting we may be helpful to others

Labor intensive. Work load may outweigh the reward.

100%. Allows us to see what occurs at our conference and D-III level as opposed to D-I and D-II.

### 15. Would you recommend other Division III institutions participate in the ISP?

Answer	%	Count
Yes	96%	25
No	4%	1
<b>Total</b>	<b>100%</b>	<b>26</b>

### 16. Why would you recommend other institutions?

To enhance the greater good and safety of our athletes. It's easy

We need more schools to provide data in order to make changes.

So we have the evidence to improve our practice as athletic trainers. May need to be more specific in some data collected as it relates to rehab, bracing, nutrition, sleep. Data with some specific parameters could help us with funding and rule changes. ie allow Div 3 to provide protein supplements etc...

The more data there is to research the better the outcomes for everyone involved. More accurate information and research can lead to better prevention strategies, evaluation techniques, treatment options, etc.

It helps with research and is a good way to earn 10 CEU's

To help shape policy and see trends in their sport teams in their campus as well as overall sport teams across the divisions.

More accurate numbers with more participation. Downfall is the practice counts, schedule entry and inability to email coaches injury updates from the software. More programs such as rank one sport need to be added to being compliant. Most colleges are very understaffed and don't have the extra time in their day to report data if it is going to be come and added task and time waste in their day. This is the reason we can only participate with winter sports.

Can be helpful to get ncaa data for comparisons

because it provides valuable information to all of us

More data = more accurate information

It is relatively simple to enroll and complete the required information, it does not add a substantial workload to the athletic trainer. It can be of great assistance in providing more accurate information on athletes/treatment plans and enhance our ability to provide Evidence Based Practice.

It is an easy way to provide the data for everyone to use.

Evaluate whether you can take on the additional workload. We need to scale back our participation this year as 5 sports was too many.

Need to see what occurs at each conference, so that may raise dialogue on what might be recommended to improve care.

**From:** President Charles Flynn <[president@mountsaintvincent.edu](mailto:president@mountsaintvincent.edu)>  
**Date:** December 18, 2018 at 5:16:07 PM EST  
**Subject:** NCAA Division III Reform



COLLEGE OF  
**MOUNT SAINT VINCENT**  
OFFICE OF THE PRESIDENT

December 2018

Dear President XXX:

On behalf of the Skyline Conference, I am contacting you in your role as president of a NCAA Division III institution and as a member of the presidents' council (by whatever name) of your conference. The Skyline Conference asks that you consider our proposal (attached) and asks you and your conference to join in bringing this proposal to the NCAA Convention for action.

The mission, standards and goals of Division III athletics are vastly different from those of our colleagues in Division I. Division III is committed to athletics as an educational enterprise. Educational purposes and values govern everything we do. Nonetheless, we continue to be linked to a system of governance and regulations that oversee all of intercollegiate athletics. That current form of governance and regulation may suit the very large and multi-purpose, not-for-profit enterprise that is Division I, but we believe it does not fit and with increasing frequency frustrates Division III.

The attached proposal would mandate that the commissioners develop a plan for review by the presidents that would allow our division to function and self-regulate in a manner that better fits the mission and values of Division III. It would help our institutions to offer competitive intercollegiate athletic programs facilitated by a collegial system of governance characteristic of our institutions.

The plan would not remove our institutions from the NCAA umbrella. We would continue to access Divisionally appropriate NCAA services (including championships) to ensure that we work together to enhance the experience of our students. Analogously to the structures adopted for "Power 5" Division I Conferences, the proposal is designed to help Division III clearly to distinguish and strengthen itself under the NCAA umbrella. One major advantage: the ability to formulate a simpler, clearer, set of rules that fit the needs of and are appropriate to our Division.

A second advantage: simplified, collegial, largely conference-centered regulation and enforcement.

A third advantage: self-study, outside evaluation, and (re)newed Division III certification can be designed to piggy-back our decennial self-study and reaccreditation processes, reducing redundancy and, one hopes, improving effectiveness.

We can direct the DIII commissioners to develop this plan. With a fully, collegially devised plan, the debate over its adoption or rejection would be edifying. Whatever its result, we believe that such a debate would have a salutary effect – bringing us closer to the repair of a system that many of us believe is very broken.

Rest assured, your support of this proposal and the endorsement of your conference do not commit you or your conference to support the resulting legislation. It would, however, ensure a lively debate over a fully developed concrete plan for fundamental reform. We believe that debate is overdue.

May we ask you kindly to let me know if you would support the attached resolution. And may we ask your conference to let me know if it will join Skyline to ensure that the attached resolution is passed at the 2020 NCAA convention so that a fully developed proposal is prepared for consideration at the 2021 convention.

I would be happy to answer any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles Flynn". The signature is fluid and cursive, with a large initial "C" and a stylized "F".

Charles L. Flynn, Jr.  
Chair, Presidents' Council  
Skyline Conference

cc: Linda Bruno  
Commissioner  
Skyline Conference



**INTENT:** To delineate and define NCAA Division III athletics as separate and apart from NCAA Division I and II by adopting a process of certification for Division III membership similar to that used for academic accreditation (defined standards, periodic self-study, external peer evaluation, recommendations, association board or committee action). This collegial process will help to promote the mission and values of Division III under the umbrella of NCAA membership and continue to offer NCAA Division III championship competition.

**PROPOSAL:** The Division III commissioners are directed by the presidents to develop a plan for all Division III institutions/intercollegiate athletic programs to be certified for NCAA Division III membership and competition through a process which mirrors the accreditation process required for all institutions of higher learning. While Division III standards will relate to athletics, the institution as a whole will be governed by and accountable for defined policy standards of DIII membership.

These areas are to include (but may not be limited to): financial aid, graduation rates, sports sponsorship, compliance with Division III rules, etc. Division III rules should be few and fundamental and may be elaborated (but not lessened) by each conference. Additionally, the plan should propose a mechanism by which Division III adopts legislation governing its members on a cycle and through a method which can be separate from the one currently utilized by the membership.

The commissioners are to develop a plan that will embrace the needs of all Division III student-athletes, ensuring that the mission of education and athletic participation mesh in a way that upholds the values of the division. NCAA staff, when requested, should be available to ensure that a process, metrics, and timetable are in place so that the resulting plan meets the requirements for legislation that can be voted upon by the full membership as deemed necessary.

The commissioners are directed to present this plan in time for it to be reviewed by the presidents and result in legislation at the 2021 NCAA convention

**RATIONALE:** The current Division I model has moved further away from the mission of Division III. In point of fact, Division I is divided into separate groups (Group of 5, BCS, BFS, etc.), to serve specific needs. Almost all of the legislation which is adopted by the membership is designed to address and resolve DI issues, which should not but unintentionally often does, have a direct effect on Division III. The rules for compliance governing Division III can more appropriately be defined for Division III alone. While there is currently the ability for Division III to vote on its own legislation, this option is employed too seldom. More commonly, Division III institutions grapple with rules that trickle down from challenges facing Division I institutions, does not serve Division III interests, and is cumulatively counterproductive. Additionally, the very nature of the non-scholarship model should allow DIII to allow itself more flexibility in rules governing recruiting, extra benefits, playing and practice seasons, etc.

**Dutcher, Dan**

**From:** Jeff Docking <DIIIGovernance@ncaa.org>  
**Sent:** Thursday, December 20, 2018 1:53 PM  
**To:** Dutcher, Dan  
**Subject:** Proposed NCAA Division III Reforms

**NCAA** Division III  
ADVANCING THE AMERICAN COLLEGE EXPERIENCE

Charles L. Flynn Jr.  
President, College of Mount Saint Vincent

Dear Chuck:

I am responding to your electronic letter and accompanying proposal, which I received on December 18, advocating the consideration of various legislative, policy and structural changes for Division III by the 2021 NCAA Convention. My response is on behalf of Adrian College, as well as in my role as chair of the Division III Presidents Council.

I believe your letter articulates three main themes related to Division III. First, it states the division suffers from many serious, fundamental problems and reflects a general dissatisfaction with the status quo. Second, it emphasizes that greater divisional autonomy (often referred to as "federation" within the NCAA) is the vehicle to resolve those issues. And third, it identifies the division's commissioners as the best group to propose relevant structural changes and legislative solutions.

I am directing NCAA staff to include your correspondence as an agenda item during the January meetings of the Division III Management and Presidents Councils. Subsequently, you will receive a more detailed response on behalf of the governance structure leadership. In the meantime, I would like to share the following brief observations:

- A clear majority of Division III schools and commissioners expressed overall satisfaction with the state of the division during the division-wide survey that occurred last spring. That included the division's primary legislative standards and governance structure. You can access the survey results here: 2018 Institutional Survey and 2018 Conference Survey.
- Division III already exercises a great deal of autonomy related to its philosophical principles and legislative standards. Creating greater divisional autonomy, along with presidential control, were the two key goals behind the restructuring of the NCAA during the mid-1990's. Counting the proposed vote on the composition of the Board of Governors this January, only three Association-wide votes will have taken place at the NCAA Convention since 1997. During the same time span, hundreds of division-specific votes have occurred. In short, the division already has the autonomy to address most (if not all) of the legislative and policy changes you advocate in your correspondence (e.g., financial aid, graduation rates, sports sponsorship, self-study, and compliance).

- While I have a great deal of respect for the abilities and commitment of our divisions' conference commissioners, legislative issues and policy changes are best addressed through division's governance structure and legislative process. Many important constituencies are represented in the committee structure, offering a broad-based perspective throughout the division's governance structure and policy process. My experience on the Presidents Council has reinforced that consideration of these perspectives is essential to the long-term best interests of the division. Ultimately, legislative proposals that are not embraced within the structure can be sponsored for a Convention vote by 20 schools or two voting conferences. And all proposals are resolved on a one school/conference, one vote basis. This ensures that the legislative process remains open and democratic.

Chuck, I hope my initial thoughts are helpful and would welcome the opportunity to discuss them in more detail. I would be especially willing to discuss how your concerns could be considered within the Division III governance structure.

Regardless, I sincerely appreciate your interest in the betterment of Division III. I am copying our Division III presidential and commissioner colleagues for their information.

Best wishes,  
Jeffrey R. Docking  
President, Adrian College

This email was sent to all Division III presidents and commissioners.

## DIII: Follow your passions and discover your potential

**Proportion**  
Appropriate relation  
of academics with  
opportunities to  
pursue athletics and  
other passions.

**Comprehensive  
Learning**  
Opportunity for  
broad based education  
and success.

**Passion**  
Playing for the love  
of the game,  
competition, fun  
and self-  
improvement.

**Responsibility**  
Development of  
accountability  
through personal  
commitment and  
choices.

**Sportmanship**  
Fair and respectful  
conduct toward all  
participants and  
supporters.

**Citizenship**  
Dedication to  
developing responsible  
leaders and citizens in  
our communities.

National Collegiate Athletic Association, 700 W. Washington St., Indianapolis, IN 46204 US

This email was sent to: [ddutcher@ncaa.org](mailto:ddutcher@ncaa.org)

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Gmail

Linda Bruno <linda.bruno1@gmail.com>

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**Re: Proposed NCAA Division III Reforms**

4 messages

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Charles Flynn <charles.flynn@mountsaintvincent.edu>

Thu, Dec 20, 2018 at 2:21 PM

To: Debbie Kresge <reply-fe5a1379736c047d7016-7822357\_HTML-826917437-10892398-1@news.ncaa.org>

Cc: Linda Bruno <linda.bruno1@gmail.com>

Dear Jeff:

Thanks for responding to the Skyline email outlining a proposal. Thanks for a preview of how you intend to handle it.

1. I take it that responses to the survey suggest that there is not need to look at a new model. That is a problematic conclusion. First, of course, the survey was characteristically poorly constructed. Perhaps understandably, it asked questions only within the current model. Second, we both know there is an enormous amount of dissatisfaction. Indeed, one of the major themes of presidents' responses to the Skyline email is -- "we have a lot of issues with the NCAA but I've never been willing to devote my time to it." Those email responses are especially interesting to me because they summarize my own position (which until now was characteristically ill formulated), Third, the unhappy proposal for Div IV -- which further divided but nonetheless maintained the current model of regulation-- revealed deep divisions about the functioning of the NCAA in general and NCAA Div III in particular.

2. I think it is a mis-characterization to say the proposal is primarily directed toward greater divisional autonomy. I think the proposal suggests that we use our autonomy within the NCAA to develop a model of self regulation that better fits who we are and what we do. This proposal is very clearly not about obtaining autonomy. It presumes autonomy. It is about employing that autonomy well.

The passages in the proposal that may invite misinterpretation are meant to be reassuring that this proposal assumes we stay within the NCAA. This is not about withdrawing from the NCAA and creating a new autonomous structure.

When Skyline presidents were discussing this proposal, I observed that it is weird and often foolish that our non-scholarship, Division III, athletic programs are more highly regulated, more intrusively regulated, and more counter productively regulated than the teaching of nursing- preparation for license involving life and death responsibility. Of course, nursing accreditation is exacting. Standards are rigorous. Nonetheless, it is less fraught and more consequential than NCAA Div III,

3. Terrific. You know the groups better than anyone. If you think there is a better group to take on the challenge of defining a new system for NCAA, please direct it there. If you think there should be an ad hoc group. Terrific. Please create it. You'd be at the top of my list to chair such a group. I think there are a lot of good people who'd be willing to do that who've not been inclined to get involved in the NCAA but think would think carefully about it. Without asking his permission, I'd volunteer XXXX as one example. XXXX is another. The list is long.

Fr. Loughrin (late of St. Peter's, Loyola Marymount, Mount Saint Mary's and other Div I schools) used to give a very funny talk about how the NCAA is terribly broken and how every *effort* to reform it makes it worse. It was funny. And to some degree, it seemed true. But I truly believe it is not the mission that is *off*. The biggest heavy weights of Div. I is trying to work out a model that fits their big business selves. They are staying in NCAA to do it. I think Div III should too, and I think all our Skyline presidents agree.

Chuck

Charles L. Flynn  
President  
College of Mount Saint Vincent  
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Bronx, New York 10471

Phone: 718.405-3233  
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**REPORT OF THE  
NATIONAL COLLEGIATE ATHLETIC ASSOCIATION  
BOARD OF GOVERNORS OCTOBER 23, 2018, MEETING**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

- 1. Welcome and announcements.** NCAA Board of Governors chair Bud Peterson convened the meeting at approximately 8 a.m. and welcomed the group to the Alford Inn on the Rollins College campus. Peterson thanked Rollins College Director of Athletics and Board of Governors member Pennie Parker and Rollins College President Grant Cornwell for hosting the NCAA meetings on their campus. He gave a special welcome to President John DeGioia, new Board of Governors member attending his first in-person meeting. He also welcomed back Father James Maher who attended the August meeting as an observer but was attending his first meeting as an active member. NCAA staff confirmed that a quorum was present.
- 2. Reports of the NCAA Board of Governors August 7, 2018 meeting, and August 27-30, 2018 electronic vote.** The Board of Governors approved the reports of its August 7, 2018, meeting, and August 27-30, 2018 electronic vote to approve the new chair of the NCAA Board of Governors Finance and Audit Committee. (Unanimous voice vote.)
- 3. NCAA president's report.** President Mark Emmert provided a brief report on the following:
  - a. NBA's G League.** President Emmert informed the board that the G League, the NBA's developmental league, recently announced that beginning in the summer of 2019, it will offer one-year "Select Contracts" worth \$125,000 to elite prospects who are at least 18 years old but not yet draft eligible. Emmert noted that obtaining a college education continues to provide an unmatched preparation for success in life, as well as a path to professional sports for many student-athletes. However, this change provides another option for those prospects who would prefer not to attend college
  - b. U.S. Center for SafeSport.** Cari Van Sensus, NCAA Chief of Staff, briefed the board on the U.S. Center for SafeSport, which is the first national organization of its kind focused on ending all forms of sexual abuse in sport through prevention, education and accountability. The U.S. Congress and the U.S. Olympic Committee entrusted the Center with the authority to respond to reports of sexual misconduct within the U.S. Olympic and Paralympic Movements. The Center focuses its efforts in the areas of education and outreach, and resolution and response. The Center also has a website in which it houses a searchable database that includes disciplinary records. The board asked staff to inform member institutions about SafeSport and its work.



4. **Sports wagering update.** Joni Comstock, NCAA senior vice president of championships, and Naima Stevenson, NCAA deputy general counsel/managing director of academic and membership affairs, updated the board on the work of the internal Sports Wagering Working Group, including the six areas of focus: 1) Education; 2) Competition integrity; 3) NCAA legislation and policy; 4) Information/data management; 5) Officiating; and 6) Political landscape (state and federal legislation). The board also was informed of the number of states that currently have legalized sports wagering, and education- and prevention-related efforts, including integrity services. Board members noted the importance of education and protecting student-athletes in this new environment. The board discussed the formation of an Association-wide ad hoc committee to further review issues that may arise as more states legalize sports wagering (e.g., new legislation, policy changes, enhanced education, player availability reporting, associated risk per sport, impact on health and safety of student-athletes).

It was VOTED

“That an Association-wide Ad Hoc Committee on Sports Wagering be created to work with the NCAA internal sports wagering working group and other organizations (e.g., integrity services provider) to protect student-athlete well-being and ensure the integrity of competition; further, to build on the Association’s efforts related to legislation, policy, research and education around sports wagering to assist members as they adapt to legalized sports wagering in their states and regions.” (Unanimous voice vote.)

5. **NCAA Board of Governors Finance and Audit Committee report.** Finance and Audit Committee Chair President Satish Tripathi reported on the Finance and Audit Committee’s meeting the previous day.
  - a. **2017-18 year-end fiscal update.** The Finance and Audit Committee received an update on the projections for the NCAA’s fiscal year end. At this point in the audit, the increase in net assets appears to be around \$27 million. Several items on both sides of the income statement contribute to the increase. NCAA Chief Financial Officer Kathleen McNeely will share those details at the January 2019 Board of Governors meeting when the audit is finalized.
  - b. **NCAA internal audit year-end review for 2017-18.** The committee received a report of the prior fiscal year audits that were performed. The details of the results of the audits were included in the Board of Governors meeting materials. In summary, 13 audits were completed with 77 percent of the reports showing adequate internal controls. Fifteen percent showed controls that should be enhanced, and eight percent revealed controls that were inadequate. All findings that reflected a need for improvement have mitigation plans in place that have been completed or are on target to be completed.
  - c. **Commission on College Basketball Recommendations financial update.** The committee received an update on the financial estimates for the Commission on College Basketball recommendations that were shared at the August board meeting. Although a few adjustments have been made to estimates, no material changes have occurred,

and the working groups continue to refine the recommendations. Firmer numbers will be provided in January with final numbers and approval for funding coming to the board in April 2019.

**6. Board of Governors Committee to Promote Cultural Diversity and Equity report.** Committee member President Tripathi shared with the Board of Governors three strategic goals that will guide the work of the committee over the next year:

- a. Engage and align the NCAA governance structure to achieve inclusive excellence.
- b. Use metrics to galvanize accountability and to diversify athletics leadership.
- c. Operationalize the Presidential Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics/Phase 2: Advancing the Presidential Pledge: From Commitment to Action.

In its efforts to achieve these goals, the committee will work in collaboration with the NCAA inclusion and human resources team and other membership committees working on equity, diversity and inclusion (i.e., NCAA Committee on Women's Athletics, NCAA Minority Opportunities and Interests Committee NCAA, Gender Equity Task Force). The board commended the committee on its work.

**7. Law, Policy and Governance Strategic Discussion.**

- a. **Sports Science Institute/Committee on Competitive Safeguards and Medical Aspects of Sports.** NCAA Chief Medical Officer Brian Hainline provided an update on the NCAA-DOD CARE consortium and the draft catastrophic injury and death document. Dr. Hainline expressed gratitude to the board for its support of the CARE Consortium research, which included the initial CARE 1.0 study and now includes CARE 2.0 and CARE Longitudinal (CARE Long and SALTOS), which provides for the long-term study of concussions. Dr. Hainline also reported on the work to date on a draft catastrophic injury and death document that includes recommendations in six areas: 1) Sportsmanship; 2) Protective equipment; 3) Acclimatization and conditioning; 4) Emergency action plan; 5) Strength and conditioning personnel; and 6) Education and training. Dr. Hainline noted that review of this document is ongoing, and he would like to proceed with an external review by endorsing organizations and plans to provide an update at the next appropriate timeline for a potential Association-wide recommendation. The board recommended to proceed with the external review of the draft document by endorsing organizations.
- b. **Government relations.** The government relations report was included for the board's information.

- c. Legal and litigation update.** NCAA Vice President and General Counsel Scott Bearby facilitated a privileged and confidential discussion regarding several matters of ongoing litigation.
- 8. NCAA Board of Governors' Executive Committee report.** President Bud Peterson reported on matters considered during the Board's Executive Committee meeting the previous day. Terri Gronau, NCAA vice president of Division II, reviewed with the board the Membership Engagement Strategy for the Association-wide vote to add independent members to the Board of Governors. Gronau noted that the primary goals of the engagement are for the membership to better understand the role and duties of the Board of Governors and the value of adding independent members to the board, as well as ensuring that members understand the voting process for January. Gronau reviewed the various communication strategies and the documents being created to assist the membership in its understanding of the proposal and what its adoption would mean for the Association.
- 9. NCAA strategic planning session with consultants.** President Glen Jones, chair of the Board of Governors Strategic Planning Working Group, introduced the Attain Team, who engaged the Board of Governors in a SWOT exercise as part of the strategic planning process. President Jones noted that the feedback from this exercise, as well as the data gathered through governance focus groups, one-on-one interviews and the Association-wide online survey, will be reviewed during a December 3 meeting of the working group.
- 10. Executive Session.** The Governors concluded its meeting in executive session to discuss various administrative matters.
- 11. Adjournment.** The meeting was adjourned at approximately 11:55 a.m.

*Board of Governors chair: G.P. "Bud" Peterson, Georgia Institute of Technology*

*Staff liaisons: Jacqueline Campbell, law, policy and governance  
Donald M. Remy, law, policy and governance.*

<b>NCAA Board of Governors October 23, 2018, Meeting</b>	
<b>Attendees</b>	
Eli Capilouto, University of Kentucky.	
John DeGioia, Georgetown University.	
Jeffrey Docking, Adrian College.	
Mark Emmert, NCAA.	
Burns Hargis, Oklahoma State University.	
Sue Henderson, New Jersey City University.	
Susan Herbst, University of Connecticut.	
Shantey Hill, St. Joseph's College, Long Island.	
Blake James, University of Miami.	
Glendell Jones, Jr., Henderson State University.	
Eric Kaler, University of Minnesota, Twin Cities.	
Ronald K. Machtley, Bryant University.	
Fr. James Maher, Niagara University.	
Gary Olson, Daemen College.	
Pennie Parker, Rollins College.	
Bud Peterson, Georgia Institute of Technology.	
Nayef Samhat, Wofford College.	
Denise Trauth, Texas State University.	
Satish Tripathi, University at Buffalo, The State University of New York.	
<b>Absentees</b>	
Philip DiStefano, University of Colorado, Boulder.	
<b>Guests</b>	
Greg Baroni, Attain, LLC.	
Dominic Carbone, Attain, LLC.	
Briana Guerrero, Attain, LLC.	
Catherine Nelson, Attain, LLC.	
Reshma Patel-Jackson, Attain, LLC.	
<b>NCAA staff liaisons in attendance</b>	
Jacqueline Campbell.	
<b>Other NCAA staff in attendance</b>	
Katrice Albert, Scott Bearby, Joni Comstock, Diane Dickman, Dan Dutcher, Kimberly Fort, Terri Gronau, Brian Hainline, Kevin Lennon, Kathleen McNeely, Stacey Osburn, Naima Stevenson, Cari Van Senus, Stan Wilcox and Bob Williams.	

*Report is not final until approval of the Board of Governors.*

# COLLEGE BASKETBALL LUNCH AND LEARN PART IV: OUTSIDE VOICES

December 11, 2018



1

## CONTEXT: THREE AREAS OF REFORM

### BASKETBALL

Provide student-athletes more freedom and flexibility to decide about going pro and pay for scholarships for those who want to finish their degree later.

Minimize the leverage of harmful outside influences on high school recruits and college student-athletes.

### ACCOUNTABILITY

Make the NCAA investigations and infractions process more efficient.

Set stronger penalties for schools and individuals who break the rules.

### OUTSIDE VOICES

Bring in independent investigators and decision-makers to enforce rules.

Add public voices to the NCAA Board of Governors for fresh perspectives.



2

# TODAY'S FOCUS

## BASKETBALL

Provide student-athletes more **freedom and flexibility** to decide about going pro and pay for scholarships for those who want to finish their degree later.

**Minimize the leverage of harmful outside influences** on high school recruits and college student-athletes.

## ACCOUNTABILITY

Make the NCAA investigations and infractions process more **efficient**.

**Set stronger penalties** for schools and individuals who break the rules.

## OUTSIDE VOICES

Bring in **independent investigators and decision-makers** to enforce rules.

Add **public voices** to the NCAA Board of Governors for fresh perspectives.



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# TODAY'S OBJECTIVES

- ▶ Discuss the origin and rationale for the proposal to add five independent members to the Board of Governors.
- ▶ Highlight next steps and resources as the Association prepares to vote on the proposal at the 2019 NCAA Convention.



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## COMMISSION RECOMMENDATION

“The Commission recommends that the NCAA restructure its Board of Governors to include at least five public voting members with the experience, stature and objectivity to assist the NCAA in re-establishing itself as an effective and respected leader and regulator of college sports. It further recommends that at least one of these public members also be a member of the NCAA’s Executive Board.”



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## REASONS CITED BY THE COMMISSION

- ▶ NCAA administers what’s effectively a public trust.
- ▶ Relationships of Board of Governors members to schools, conferences or divisions create appearance they can’t be objective.
- ▶ Public members of boards provide objectivity, fresh perspectives and independent viewpoints and judgments.
- ▶ Many other non-profit associations utilize public board members for precisely these reasons.



6

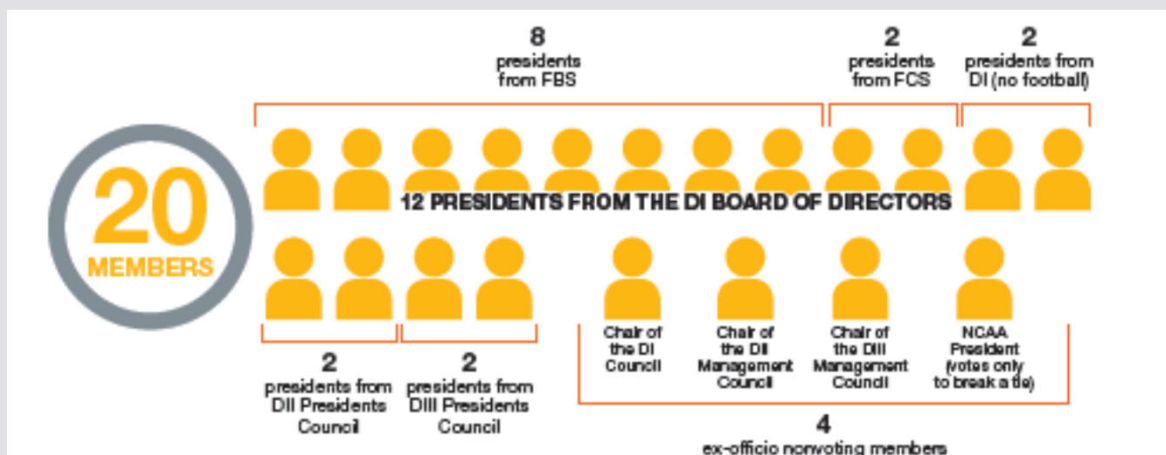
# WHAT IS THE BOARD OF GOVERNORS?

- ▶ Highest governance body in the NCAA.
- ▶ Focuses on strategic discussions that impact the Association as a whole.
- ▶ Members have a fiduciary responsibility to act in the best interest of the overall Association, rather than the interest of any particular division or school.



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## CURRENT BOARD OF GOVERNORS



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# WHAT IS THE EXECUTIVE COMMITTEE?

- ▶ All three divisions have representation on the Board of Governors Executive Committee.
- ▶ Specifically, the committee includes the chair and vice chair of the Board of Governors (who must represent different divisions) and the members of the board who are the chairs of each divisional presidential body (Division I Board of Directors, Division II Presidents Council and Division III Presidents Council).
- ▶ When the chair or vice chair is a divisional chair, his or her division shall designate another president who is already a member of the board to serve on the Executive Committee.



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# NCAA WORKING GROUP

- ▶ The Division I Council developed eight working groups to address the recommendations from the Commission on College Basketball.
- ▶ The Association-wide issues working group addressed the recommendation to add independent members to the Board of Governors.
- ▶ Presidents from Divisions I, II and III served together on the group.

## MEMBERS:

- Ron Machtley (Bryant - DI)
- Glen Jones (Henderson State - DII)
- Jeff Docking (Adrian - DIII)



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## THE BOARD'S PROPOSAL

Following the working group's assessment of the issue, the full Board of Governors sponsored a proposal to amend the NCAA Constitution to add five independent members to the board.

- On Jan. 24, 2019, representatives from all three NCAA divisions will gather at the NCAA Convention to vote on the proposal.



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## THE BOARD'S RATIONALE

- ▶ Commission on College Basketball called for NCAA to restructure its highest governing body to include at least five independent members with experience, stature and objectivity to assist NCAA in leading and regulating college sports.
- ▶ Like public companies, major nonprofit associations typically include outside board members to provide relevant experience, perspective and wisdom.
- ▶ Independent board members will provide valuable insight as NCAA works to restore public confidence and trust in college basketball and college sports in general.



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# RESOURCE

**Proposal by NCAA Board of Governors to Add Five Independent Members**

On Jan. 24, 2019, representatives from every NCAA division will gather at the NCAA Convention to vote on the same Association-wide issue — adding five independent members to the NCAA Board of Governors that oversees Association-wide matters.

**The Board of Governors-Sponsored Proposal**

**PROPOSAL**

state or governor

increase the number of board members from 20 to 25 by adding five independent members.

**RATIONALE**

- Commission on College Basketball called for NCAA to restructure its highest governing body to include at least five independent members with experience, stature and objectivity to assist NCAA in leading and regulating college sports.
- Like public companies, major nonprofit associations typically include outside board members to provide relevant experience, perspective and wisdom.
- Independent board members will provide valuable insight as NCAA works to restore public confidence and trust in college basketball and college sports in general.

**The Independent Members**

**INDEPENDENT MEANS**

Individual who is not salaried by NCAA member institution, conference or affiliated member, and shall be verified as independent by Board of Governors.

**SELECTION OF INDEPENDENT MEMBERS**

- Nominated by Board of Governors Executive Committee and approved by full board. All divisions are represented on both groups.
- Serve a three-year term, which can be renewed once.
- Initial staggered terms would begin Aug. 1, 2019.

Division I Board of Directors member Ron Macthig, Division II Presidents Council chair Glen Jones and Division III Presidents Council chair Jeff Docking worked together to develop this proposal in response to the Commission's recommendation.

**Roll-Call Vote at NCAA Convention**

Because the change requires an amendment to the NCAA Constitution, delegates from all three divisions will vote on the proposal at the 2019 NCAA Convention:

Association-wide Business Session  
Thursday, Jan. 24, at 6:45 p.m. Eastern time  
Orlando World Center Marriott Grand Ballroom 7-8

Two-thirds majority vote of total membership (present and voting) required for adoption.

**NCAA**

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## WHAT DOES INDEPENDENT MEAN?

- ▶ Individual who is not salaried by an NCAA member institution, conference or affiliated member, and shall be verified as independent by Board of Governors.

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# REQUIREMENT OF ASSOCIATION-WIDE VOTE

## Roll-Call Vote at NCAA Convention

Because the change requires an amendment to the NCAA Constitution, delegates from all three divisions will vote on the proposal at the 2019 NCAA Convention:

**Association-wide Business Session**  
 Thursday, Jan. 24, at 5:45 p.m. Eastern time  
 Orlando World Center Marriott Grand Ballroom 7-8



*Two-thirds majority vote  
 of total membership  
 (present and voting)  
 required for adoption.*

NCAA

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# ASSOCIATION-WIDE BUSINESS SESSION

- ▶ All divisions will vote together in the same ballroom during the Association-wide Business Session that follows the NCAA Plenary Session.
- ▶ Members are completing the process of appointing their voting delegates.
- ▶ Voting will be conducted with electronic voting cards and voting units that members commonly use in their divisional business sessions.
- ▶ Each active member institution and conference present for the Association-wide Business Session will be permitted to register one vote on the proposal via an electronic voting unit.
- ▶ The proposal requires a two-thirds majority (of those present and voting) to pass.

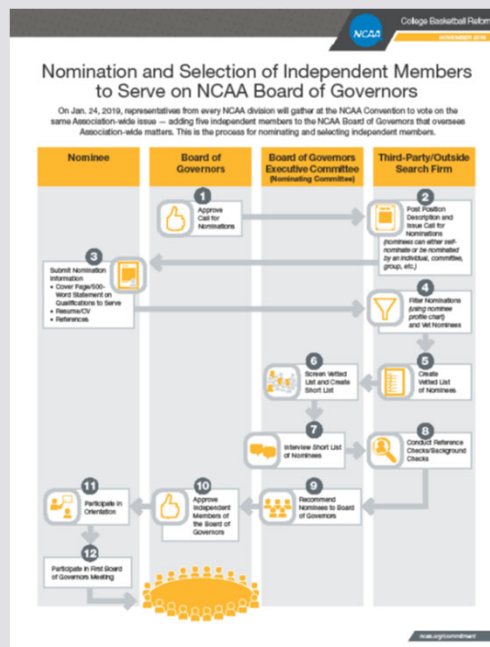
NCAA

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# NOMINATION AND SELECTION

- ▶ Slate nominated by Board of Governors Executive Committee and approved by full board. All divisions are represented on both groups.
- ▶ Serve a three-year term, which can be renewed once.
- ▶ Initial staggered terms would begin Aug. 1, 2019.
- ▶ Board has issued nomination guidance, which includes engagement of a third-party search firm to solicit and vet nominations.

## RESOURCE



# MEMBER ENGAGEMENT STRATEGY

- ▶ **Strategy:** To educate the membership regarding the Board of Governors sponsored proposal, so members vote with a full understanding of the rationale and the significance of the proposal for the Association.
- ▶ **Engagement goals:**
  - Primary: For members to better understand the role and duties of the Board of Governors and the value of adding independent members to the Board.
  - Secondary: For members to understand the voting process for January, including the appointment of delegates process, distribution of voting units and participation in the Association-wide vote on Thursday, January 24.



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# MEMBER-FOCUSED OBJECTIVES

- ▶ For member schools and conferences to be aware of the proposal sponsored by the Board of Governors, and its rationale, so they vote with a full understanding of the proposal and its merits and benefits to the Association.
- ▶ For every member school and conference to understand the voting process for the proposal.
- ▶ For NCAA staff members to understand the proposal and its rationale so they can help build support for the proposal in interactions with members



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## VIDEO MESSAGE



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## OTHER RESOURCES

Visit [ncaa.org/BOGproposal](http://ncaa.org/BOGproposal) for:

- ✓ One-pagers on proposal, nomination and selection process, and Board of Governors overview.
- ✓ Key points.
- ✓ Frequently asked questions.
- ✓ Nomination guidance.
- ✓ Voting information.
- ✓ Divisional video messages.



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# QUESTIONS?



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# THANK YOU

Cari Van Senus, Chief of Staff

Terri Steeb Gronau, Vice President of Division II

Angela Tressel, Associate Director of Academic and Membership Affairs



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**2019 NCAA Convention — Association-wide Vote**  
**NCAA Board of Governors-Sponsored Legislation**

**Key Points**

- The NCAA Board of Governors is the highest governance body in the NCAA and focuses on strategic discussions that impact the Association as a whole. Members have a fiduciary responsibility to act in the best interest of the overall Association rather than in the interest of any particular division or school.
- If the proposal is adopted by the NCAA membership in January, five public members not affiliated with the NCAA or member schools will join the Board of Governors as voting members to bring fresh, external perspectives and viewpoints without a vested interest in any specific aspect of college sports.
- Adding independent members to the Board of Governors was part of a set of recommendations issued by the Commission on College Basketball. The commission was formed after the announcement of a federal investigation into fraud in college basketball and was tasked with examining the complex issues within the sport and recommending solutions to the NCAA on ways to stop the erosion of public trust in college athletics.
- Adding independent members will add transparency and objectivity to the business of the Board of Governors and build public confidence and trust in the NCAA. It also aligns with best practices in the nonprofit, higher education and corporate sectors while providing an opportunity to contribute to the board's ethnic, gender, racial and life experience diversity.
- By definition, an independent member is not employed by or serving on the board of any member school, conference or affiliate. Further, these individuals would have the demonstrated professional experience in one or more relevant areas including, but not limited to, business, government, public service, medical/health services and corporate or nonprofit governance.
- Each of the five independent members would be nominated by the Board of Governors Executive Committee and approved by the full board. Each would serve a three-year term, which can be renewed once for an additional three-year term.
- All three divisions have representation on the Board of Governors Executive Committee. Specifically, the committee includes the chair and vice chair of the Board of Governors (who must represent different divisions) and the members of the board who are the chairs of each divisional presidential body (Division I Board of Directors, Division II Presidents Council, Division III Presidents Council). When the chair or vice chair is a divisional

chair, his or her division shall designate another president who is already a member of the board to serve on the Executive Committee.

- One independent member, voted on annually by all five of the independent members, would serve as the lead independent member on the Board of Governors Executive Committee and could serve in that role up to three years.
- The independent members on the Board of Governors will participate in an orientation regarding duties, responsibilities and expectations before their service on the Board of Governors. That orientation will include information from the leadership of each division about the philosophical, governance and financial priorities of the divisions.
- The discussion and vote on the proposal will take place at the 2019 NCAA Convention on Thursday, Jan. 24, immediately after the NCAA Plenary Session: State of College Sports. The Association-wide business session will begin at 5:45 p.m. Eastern time in Grand Ballroom 7-8 at the Orlando World Center Marriott.
- Member schools will vote on the proposal by roll call. Each active member school and conference in all three divisions present for the Association-wide business session will be permitted to register one vote on the proposal via an electronic voting unit.
- The terms of the five independent members will begin Aug. 1, 2019, if this change is adopted at the 2019 NCAA Convention.

Please refer to the Q&A document for additional information.

## ORGANIZATION — BOARD OF GOVERNORS — INDEPENDENT MEMBERS

Updated: Nov. 9, 2018

Q: What is the Board of Governors?

A: The Board of Governors is the highest governance body in the NCAA and focuses on strategic discussions that impact the Association as a whole. Members have a fiduciary responsibility to act in the best interest of the overall Association, rather than the interest of any particular division, conference, school or sport.

### Nominations

Q: When will the Board of Governors issue a call for nominations for independent members?

A: A call for nominations for the inaugural group of five independent members will be issued shortly after adjournment of the 2019 NCAA Convention. Thereafter, a call for nominations will occur when a vacancy for an independent member is available on the board.

Q: Who is eligible to serve as an independent member?

A: An independent member shall not be employed by any member school, conference or affiliate members. Further, certain individuals may not be eligible to serve given a potential conflict of interest. Independent governor nominees will be required to disclose specific relationships and conflicts of interest ahead of their nomination. These may include, but are not limited to,

- An immediate family relation to a member of NCAA national office staff.
- An immediate family relation to a membership president/chancellor, commissioner or director of athletics.
- Member of the board of trustees/regents, etc., of a member institution.
- Parent/guardian of a current NCAA student-athlete.
- Employed by a professional sports organization.
- Employed by an athletics apparel organization.
- Employed by an NCAA corporate champion or partner.
- Employed by an NCAA media partner.
- Employed by a supplier to the NCAA national office of goods or services.
- Consultant or contractor to the NCAA national office.
- Booster who has donated a material contribution to a member institution's athletics department or conference.
- Ownership in establishments or casinos that conduct sports wagering.

None of the above automatically disqualifies a candidate, but it is important information for the Board of Governors Executive Committee to consider as it recommends nominees to the full Board of Governors for approval.

Q: May any individual be nominated as an independent member of the Board of Governors?

A: Yes, as long as they meet the requirements as an independent member.

Q: May an individual self-nominate as an independent member?

A: Yes.

Q: Which entities (for example, active member conference, governance council or committee) may nominate an individual as an independent member of the Board of Governors?

A: Any entity may nominate an individual.

### **Nominating Committee**

Q: What entity will serve as the nominating committee to vet the nominated individuals and recommend a slate of independent members for full approval by the Board of Governors?

A: The Board of Governors Executive Committee.

Q: Is the Executive Committee a standing committee of the Board of Governors?

A: Yes.

Q: What is the composition of the Executive Committee?

A: The Executive Committee includes representation of all three divisions. Specifically, the committee includes the chair and vice chair of the Board of Governors (who must represent different divisions) and the members of the Board of Governors who are the chairs of each divisional presidential body (Division I Board of Directors, Division II Presidents Council, Division III Presidents Council).

Q: Are substitutes permitted on the Executive Committee?

A: No. However, in the event that the chair or vice chair of the Board of Governors also is a divisional chair, then that division shall designate another president who is already a member of the Board of Governors (for example, Council vice chair) to be a member and serve on the Executive Committee.

Q: Will the composition of the Executive Committee be amended to add an independent member?

A: Yes. The lead independent member will serve on the Executive Committee.

Q: How will the lead independent member be selected to serve on the Executive Committee?

A: The five independent members will vote annually to determine the lead independent member.

Q: Will the lead independent member have voting rights on the Executive Committee?

A: Yes.

Q: Will a third-party firm/search firm be used to help facilitate the nominations process.

A: Yes.

### **Terms of Service**

Q: What will be the term of office of independent members?

A: An independent member shall be appointed to a three-year term that is renewable for an additional three-year term. An independent member who has served two terms shall not serve further on the Board of Governors.

Q: When will the term of office begin for the inaugural group of five independent members?

A: Aug. 1, 2019.

Q: Will the inaugural group of five independent members have staggered terms for purposes of continuity?

A: Yes. The Board of Governors adopted a policy to create the following staggered terms for the inaugural group of five independent members:

- One independent governor — one-year term (Aug. 1, 2019, through Aug. 31, 2020), automatically renewed for an additional three-year term (Sept. 1, 2020, through Aug. 31, 2023).
- Two independent governors — two-year term (Aug. 1, 2019, through Aug. 31, 2021), automatically renewed for an additional three-year term (Sept. 1, 2021, through Aug. 31, 2024).
- Two independent governors — three-year term (Aug. 1, 2019, through Aug. 31, 2022), renewable for an additional three-year term (Sept. 1, 2022, through Aug. 31, 2025).

Q: What will be the term of office of the lead independent member?

A: An independent member shall serve no more than three years as the lead independent member.

### **Duties, Responsibilities and Obligations**

Q: What will be the duties and responsibilities of independent members?

A: Independent members will have the same duties and responsibilities of all members of the Board of Governors. See Constitution 4.1.2 (duties and responsibilities). In addition, independent members will be responsible for meeting current Board of Governors policies and procedures regarding the duty of care, duty of loyalty and duty of obedience.

Q: Will independent members be required to adhere to the NCAA conflict of interest policy, including disclosing any potential conflicts of interest?

A: Yes.

Q: Will each independent member have full voting rights on the Board of Governors?

A: Yes.

Q: Will independent members be eligible to serve on other committees of the Board of Governors, in addition to the Executive Committee?

A: Yes.

Q: Will independent members receive an orientation regarding duties, responsibilities and expectations before their service on the Board of Governors?

A: Yes, and it also will include an orientation from the leadership in each division on the philosophical, governance and financial priorities of the divisions.

Q: Will the NCAA cover limited expenses for independent members to travel to Board of Governors meetings?

A: Yes. Policies for reimbursement of travel expenses and per diem that apply to other members of the Board of Governors also will apply to independent members.

### **Prior Discussions**

Q: What was the result of prior discussions to expand the composition of the Board of Governors?

A: 2014 — The Board of Governors officially changed its name from the NCAA Executive Committee to better reflect its duties and responsibilities for the Association.

2015 — A vice chair position was approved for the Board of Governors, and the vice chair was required to be from a different division than the chair.

2017 — The Board of Governors accepted a recommendation from the Ad Hoc Committee on Structure and Composition that no change be made to the composition of the Board of Governors at that time. The ad hoc committee recommended that at the conclusion of the Division I Board of Directors' review, additional conversations may occur if the Board of Governors deems it appropriate.

Q: How was the structure and nominating process for the proposal developed?

A: A team of presidents representing all three divisions developed the process and recommended the Board of Governors sponsor legislation for an Association-wide vote.

### **Procedural Issues**

Q: What is a dominant provision?

A: A provision that applies to all members of the Association and is of sufficient importance to the entire membership that it requires a two-thirds vote of all delegates present and voting in a joint session at an annual or special Convention.

Q: How are dominant provisions identified in the NCAA Manuals?

A: The provisions are accompanied by an asterisk (\*).

Q: Is the Board of Governors the only body that has the authority to sponsor an amendment to a dominant provision?

A: Yes.

Q: Does an active member institution or conference have the authority to sponsor an amendment-to-amendment of this proposal?

A: No. The Board of Governors is the only body that may sponsor an amendment-to-amendment of a proposal amending a dominant provision.

Q: Does an active member institution or conference have the authority to sponsor an amendment during the Association-wide business session at the NCAA Convention?

A: No.

Q: How does an institution or conference appoint a delegate to vote on this proposal?

A: Presidents, chancellors, directors of athletics and commissioners will receive emails in mid-November providing instructions to gain entry to the school- or conference-specific Appointment of Delegate Form.

Q: What is the date and time for the vote on this proposal?

A: The discussion and vote will occur at the 2019 NCAA Convention on Thursday, Jan. 24, immediately after the NCAA Plenary Session: State of College Sports. The Association-wide Business Session will begin at 5:45 p.m. in Grand Ballroom 7-8 at the Orlando World Center Marriott.

Q: Will delegates be permitted to discuss the proposal during the session before the vote?

A: Yes. Delegates with speaking rights will be permitted to discuss the proposal on the floor before the vote. Delegates with speaking rights include the following individuals (see Division I Constitution 5.1.3.5.1; Divisions II and III Constitution 5.1.3.6.1):



- The three or four accredited delegates representing an active member institution or conference with voting privileges (see Constitution 5.1.3.1.1).
- The single accredited delegate representing a member conference without voting privileges (see Constitution 5.1.3.1.2) or the single accredited delegate representing an affiliated or provisional member.
- Any member of the Board of Governors, the divisional governance entities in Constitution 4 (for example, Board of Directors; Presidents Council; Management Council), and the respective chairs of the NCAA committees listed in Bylaw 21.
- Any member of a division's national Student-Athlete Advisory Committee.

Q: What is the process for voting?

A: The proposal will be voted on by roll call. Each active member institution and conference present for the Association-wide Business Session will be permitted to register one vote on the proposal via an electronic voting unit.

Q: Will each divisional Student-Athlete Advisory Committee have one vote respectively on this proposal?

A: No.

Q: Is a quorum required for the vote?

A: Yes. One hundred active member institutions and conferences constitute a quorum for the transaction of the Association's business.

Q: May an active member institution or conference vote by proxy?

A: No.

Q: When and where does the voting delegate from an active member institution or conference obtain the smart card and voting unit?

A: The smart card will be included in the active member institution or conference voting delegate's packet upon pickup from Convention registration. The voting units will be available to the voting delegates on the day of the vote and before entry in the ballroom where the vote will take place.

Q: Will reconsideration of the original vote on the proposal be permitted?

A: Yes. After an affirmative or negative vote on an amendment to a dominant provision, any delegate who voted on the prevailing side in the original consideration may move for reconsideration. Only one motion for reconsideration is permitted.



### **Guidance for Nominations Process for the NCAA Board of Governors Independent Members**

An independent member of the NCAA Board of Governors shall have the varied external experiences, stature and knowledge necessary to evaluate the best interests of the NCAA and objectively contribute to the management of the governance process.

If the legislation to add five independent members to the Board of Governors is approved by the NCAA membership at the 2019 NCAA Convention, the Board of Governors Executive Committee (nominating committee) has approved the use of a third-party firm/search firm to assist them with the nominations process, including the call for nominations and vetting of nominees. Further, the Board of Governors Executive Committee has drafted some initial tools for the third-party firm that outlines the nominations process and recommend skills, background and experience of the nominees. Reference Attachment A for a flow chart of the draft nominations process.

Independent Governors will have demonstrated professional experiences in one or more relevant areas including, but not limited to, business, government, public service, medical/health services and corporate or nonprofit governance. Attachment B is a draft nominees profile chart that will assist the third-party firm/search firm with identifying the skills, background and experience of the nominees that the Board of Governors Executive Committee wants to see in candidates.

The Board of Governors is committed to ensuring diversity and inclusion of its members. Therefore, the independent members should contribute to the overall diversity (e.g., race, gender, ethnicity, background, experience) of the Board of Governors.

Per the 2019 Convention proposal, the legislated definition of independent specifies “an independent member of the Board of Governors shall be an individual who is not salaried by an NCAA member institution, conference or affiliated member, and shall be verified as independent by the Board of Governors.”

Attachment C lists the current affiliated members per the NCAA Directory and NCAA legislation.

To assist the Board of Governors Executive Committee in determining independence, independent Governor candidates will be required to disclose specific relationships ahead of their nomination. These include, but are not limited to, the following associations or employment held currently or within the past three years:

- An immediate family relation to a member of NCAA national office staff.
- An immediate family relation to a membership chancellor/president, commissioner or director of athletics.
- Member of the board of trustees/regents, etc., of a member institution.
- Parent/guardian of a current NCAA student-athlete.

- Employed by a professional sports organization.
- Employed by an athletics apparel organization.
- Employed by an NCAA corporate champion or partner.
- Employed by an NCAA media partner.
- Employed by a supplier to the NCAA national office of goods or services.
- Consultant or contractor to the NCAA national office.
- Booster who has donated a material contribution to a member institution's athletics department or conference.
- Ownership in establishments or casinos that conduct sports wagering.

Please note that none of the above automatically disqualifies a candidate, but it is important information for the Board of Governors Executive Committee to consider as it recommends nominees to the full Board of Governors for approval.

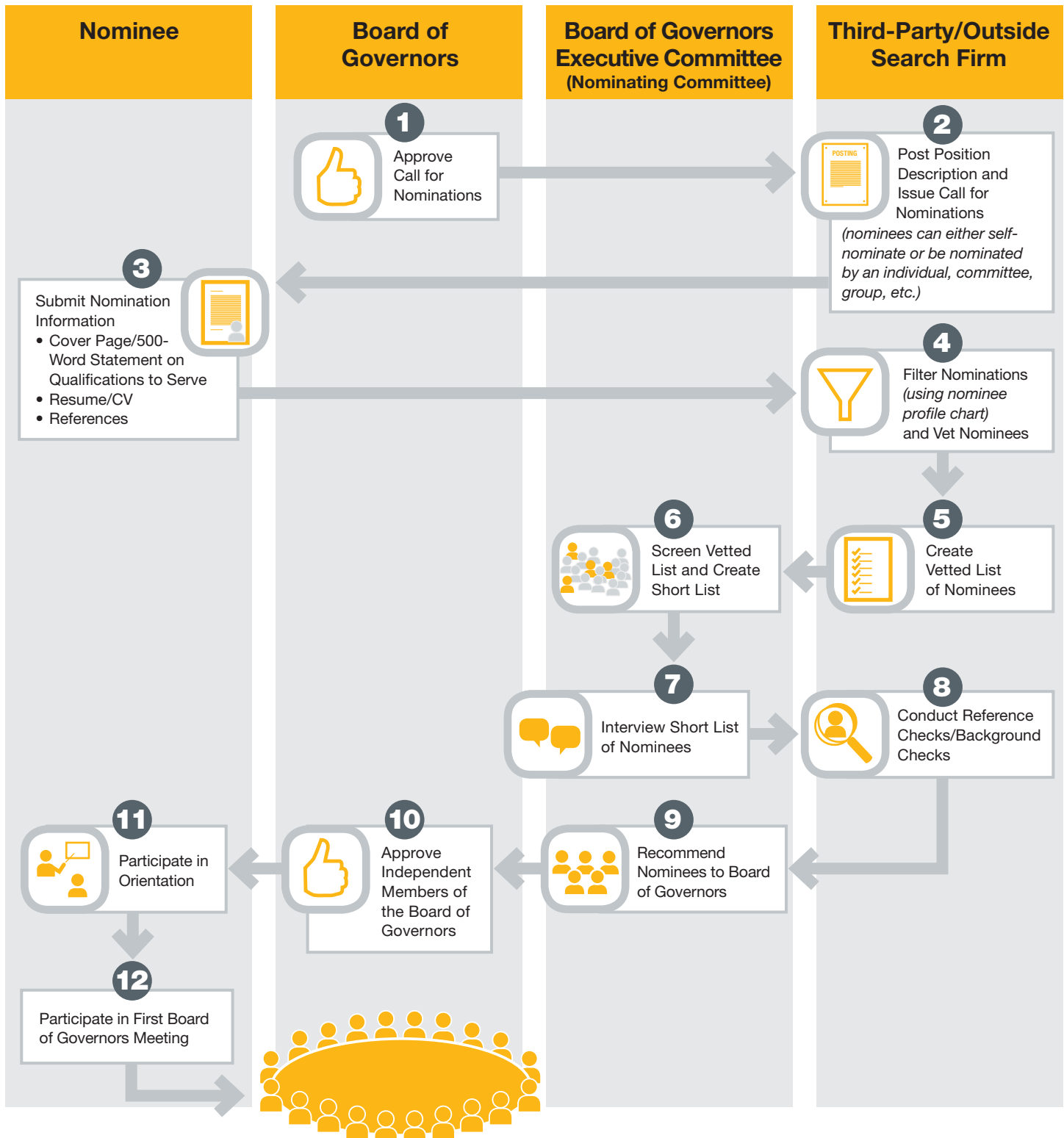
Independent Governors will have duties and responsibilities of all members of the Board of Governors [see Constitution 4.1.2 (duties and responsibilities)] as well as additional duties as assigned by the Board of Governors. Further, independent Governors will be responsible for meeting current Board of Governors policies and procedures regarding the duty of care, duty of loyalty and duty of obedience. Independent Governors shall be required to successfully pass a background check and sign the NCAA Conflict of Interest Policy, including disclosing any potential conflicts of interest.

This represents an initial draft for the nominations process of independent members to the Board of Governors and will be refined if the legislation is adopted in January.

## ATTACHMENT A

# Nomination and Selection of Independent Members to Serve on NCAA Board of Governors

On Jan. 24, 2019, representatives from every NCAA division will gather at the NCAA Convention to vote on the same Association-wide issue — adding five independent members to the NCAA Board of Governors that oversees Association-wide matters. This is the process for nominating and selecting independent members.





# Independent Board of Governors Members Nominee Profiles

ATTACHMENT B

Additional Nominees



Skills/Background/Experience	Nominee 1	Nominee 2	Nominee 3	Nominee 4	Nominee 5	Nominee 6
CEO or enterprise leadership						
Governance/board						
Financial/accounting/audit						
Legal/regulatory						
Medical/health services						
Diversity and inclusion						
Government/public sector						
Higher education						
Strategic planning/research						
Risk and controls						
Entrepreneurial/innovation						
Fundraising/development						
Community relations						
Human resources						
Technology/e-commerce						
Advocacy/communications						
Marketing and sales						
Arts/theatre/music						
Operational/service delivery						
Project management						
Former student-athlete						
Former athletics administrator (e.g., college, professional, national governing body)						
Other						
Independent Guidance Factors (current or within the last three years)	Nominee 1	Nominee 2	Nominee 3	Nominee 4	Nominee 5	Nominee 6
An immediate family relation to a member or NCAA national office staff						
An immediate family relation to a membership president/chancellor, commissioner or director of athletics						
Member of the board of trustees/regents, etc., of a member institution						

Parent/guardian of a current NCAA student-athlete						
Employed by a professional sports organization						
Employed by an athletics apparel organization						
Employed by a company that takes part in the NCAA Corporate Champions and Partners Program						
Employed by an NCAA media partner						
Employed by a supplier to the NCAA national office of goods or services						
Consultant or contractor to the NCAA national office						
Booster who has donated a material contribution to a member school's athletics department or conference						
Ownership in establishments or casinos that conduct sports wagering						
<b>Education</b>	<b>Nominee 1</b>	<b>Nominee 2</b>	<b>Nominee 3</b>	<b>Nominee 4</b>	<b>Nominee 5</b>	<b>Nominee 6</b>
Bachelor's degree						
School						
Master's degree						
School						
Terminal degree (for example, M.D., Ph.D., J.D.)						
School						
Other information						

**NCAA Directory  
Affiliated Members**

Amateur Softball Association of America/USA Softball
American Baseball Coaches Association
American Football Coaches Association
American Hockey Coaches Association
American Volleyball Coaches Association
California Community College Athletic Association
College Swimming Coaches Association of America
Collegiate Rowing Coaches Association
Conference Commissioners Association, Division II
Division III Commissioners Association
East Atlantic Gymnastics League
Golf Coaches Association of America
Intercollegiate Men's Lacrosse Coaches Association
Intercollegiate Tennis Association
LEAD1 Association
Lewis-Clark Valley College Football Association
Minority Opportunities Athletic Association
National Association of Basketball Coaches
National Association of Collegiate Directors of Athletics
National Association of Collegiate Gymnastics Coaches/Women
National Association of Diversity Officers in Higher Education
National Association of Division III Athletic Administrators
National Collegiate Equestrian Association
National Fastpitch Coaches Association
National Federation of State High School Associations
National Intercollegiate Soccer Officials Association
National Junior College Athletic Association
National Strength and Conditioning Association
National Wrestling Coaches Association
U.S. Fencing Coaches Association
U.S. Intercollegiate Lacrosse Association
U.S. Track & Field and Cross Country Coaches Association
United Soccer Coaches
USA Basketball
USA Track & Field
USA Triathlon
USA Volleyball
Women Leaders in College Sports
Women's Basketball Coaches Association
Women's Golf Coaches Association



## ORGANIZATION – BOARD OF GOVERNORS – INDEPENDENT MEMBERS

**Convention Year:** 2019

**Date Submitted:** August 7, 2018

**Effective Date:** August 1, 2019

**Source:** NCAA Board of Governors

**Proposal Category:** Board of Governors

**Topical Area:** Organization

**Intent:** To amend legislation related to the NCAA Board of Governors, as follows: (1) Increase the number of members from 20 to 25 by adding five independent voting members; (2) Define an independent member; (3) Specify that an independent member shall be appointed to a three-year term that is renewable for an additional three-year term, and that an independent member who has served two terms shall not serve further; (4) Specify that the Board of Governors shall issue a call for nominations when a vacancy for an independent member occurs; and, (5) Specify that the Board of Governors shall serve as the final authority for the selection of and additional duties assigned to the independent members.

**A. Constitution:** Amend 4.02, as follows:

[Dominant provision, all divisions, common vote]

4.02 Definitions and Applications.

[4.02.1 through 4.02.3 unchanged.]

**4.02.4 Independent Member of the Board of Governors. An independent member of the Board of Governors shall be an individual who is not salaried by an NCAA member institution, conference or affiliated member, and shall be verified as independent by the Board of Governors.**

[4.02.4 through 4.02.4.1 renumbered as 4.02.5 through 4.02.5.1, unchanged.]

**B. Constitution:** Amend 4.1, as follows:

[Dominant provision, all divisions, common vote]

4.1 Board of Governors.

4.1.1 Composition. The Board of Governors shall consist of ~~20~~ **25** members. The NCAA president and the chairs of the Division I Council and the Division II and Division III Management Councils shall be ex officio nonvoting members, except that the NCAA president is permitted to vote in the case of a tie among the voting members of the Board of Governors present and voting. The other ~~16~~ **21** voting members of the Board of Governors shall include:

[4.1.1-(a) through 4.1.1-(c) unchanged.]

(d) Two Division II presidents or chancellors from the Division II Presidents Council; ~~and~~

(e) Two Division III presidents or chancellors from the Division III Presidents Council; **and**

**(f) Five independent members (see Constitution 4.02.4).**

4.1.2 Duties and Responsibilities. The Board of Governors shall:

[4.1.2-(a) and 4.1.2-(k) unchanged.]

(l) Review and coordinate the catastrophic-injury and professional career insurance (disability injury/illness) programs; ~~and~~

(m) Compile the names of those individuals associated with intercollegiate athletics who died during the year immediately preceding the annual Convention;

**(n) Issue a call for nominations when a vacancy for an independent member occurs on the Board of Governors; and**

**(o) Serve as the final authority for the selection of and additional duties assigned to independent members of the Board of Governors.**

4.1.3 Election/Term of Office.

[4.1.3.1 unchanged.]

4.1.3.2 Terms **of Office**.

**(a) President or Chancellor Members.** The terms of ~~service~~ **office** of **president or chancellor** members of the Board of Governors shall coincide with their service on the applicable divisional presidential governing body, unless otherwise specified by that governing body.

**(b) Independent Members. An independent member of the Board of Governors shall be appointed to a three-year term that is renewable for an additional three-year term. An independent member who has served two terms shall not serve further on the Board of Governors.**

[4.1.3.3 unchanged.]

**Rationale:** The Commission on College Basketball, chaired by former Secretary of State Condoleezza Rice, recommended that the NCAA restructure its highest governance body, the Board of Governors, to include at least five independent members with the experience, stature and objectivity to assist the NCAA in re-establishing itself as an effective and respected leader and regulator of college sports. One of these independent members will also serve on the Board of Governors Executive Committee. The current Board of Governors includes 16 institutional presidents or chancellors representing each division as voting members, the chairs of the Division I Council and the Division II and III Management Councils as ex-officio nonvoting members, and the NCAA president (who may vote in case of a tie). Like public companies, major non-profit associations typically include outside board members to provide objectivity, relevant experience, perspective and wisdom. Board members with those qualities will provide valuable insight to the NCAA generally as it works towards the restoration of public confidence in college basketball and college sports in general. The Board of Governors will issue a formal call for nominations to fill vacancies; appoint the Board of Governors Executive Committee as the

nominating committee; and serve as the final authority for the selection of and additional duties assigned to the independent members.

**Estimated Budget Impact:** \$25,000 each fiscal year [committee expenses (e.g., travel, hotel, per diem) for the five independent members to attend Board of Governors in-person meetings (four times per year)].

**Student-Athlete Impact:** None.

**Review History:** August 8, 2018: Approved in Legislative Format – Board of Governors

**REPORT OF THE  
NCAA BOARD OF GOVERNORS COMMITTEE  
TO PROMOTE CULTURAL DIVERSITY AND EQUITY  
AUGUST 16, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and Introductions.** Katrice Albert, NCAA executive vice-president of inclusion and human resources, welcomed participants to the teleconference. Albert thanked Dianne Harrison and Mark Lombardi for agreeing to a reappointment for three years on the committee and expressed gratitude to Harrison for serving as chair for the 2018-19 academic year. Harrison acknowledged new committee member, Student-Athlete Dylan Gladney from Prairie View A&M University.
2. **Review of committee roster.** The roster was reviewed, and attendance was taken.
3. **April 14-15, 2018, meeting report.** The committee voted to approve the report of its April 2018 meeting.
4. **Inclusion and human resources update and progress on initiatives to support the Presidential Pledge.** Albert provided an update that included the following key items: 1) Work continues to operationalize the six inclusion and human resources strategic priorities with new managing directors now in place to provide leadership; 2) An educational resource to support the membership's efforts to optimize the senior woman administrator designation will be released in October; 3) Common Ground IV will be held at Brigham Young University Oct. 31 to Nov. 2; and 4) The Presidential Pledge is moving into its second phase: Advancing the Presidential Pledge: From Commitment to Action. The Pledge will be featured in a four-hour workshop from 1 to 5 p.m. January 23 at the 2019 NCAA Convention . During the convention workshop, the office of inclusion will make available a Diverse and Inclusive Hiring and Workforce Development Guide, and NCAA leadership development will introduce a Search Profile Tool for the membership that will provide access to diverse candidates for leadership positions in intercollegiate athletics.
5. **Review of meeting reports from NCAA equity, diversity and inclusion membership committees.** Amy Wilson, NCAA managing director of inclusion, provided updates on the following committees: NCAA Committee on Women's Athletics, NCAA Gender Equity Task Force and NCAA Minority Opportunities and Interest Committee.
  - a. **Committee on Women's Athletics.** The committee continues to guide and support the optimizing the senior woman administrator initiative. At its September meeting, the committee will vote on the 2018 NCAA Woman of the Year and begin to review proposals from acrobatics & tumbling, STUNT and wrestling that were submitted to the NCAA Emerging Sports for Women Program.
  - b. **Gender Equity Task Force.** The task force continues efforts to implement its recommendations that were approved by the NCAA Board of Governors in spring 2017. The

committee currently is focusing on its recommendation that all member schools conduct a once-in-five-year equity, diversity and inclusion review.

- c. Minority Opportunities and Interest Committee.** The committee is coordinating a diversity social media campaign with NCAA divisional Student-Athlete Advisory Committees that will occur October 1 to 5. The committee continues to work on its concept of an Athletics Diversity and Inclusion Designation at each NCAA member school and requests feedback from the Committee to Promote Cultural Diversity and Equity. Some initial feedback was provided, including the importance of allowing flexibility to schools on whom could be appointed to the designation and recognition of the varying sizes of staff and resources at NCAA institutions.
- 6. Discussion and approval of goals for the 2018-19 academic year.** The committee engaged in an in-depth discussion of its draft goals document with the intent of finalizing the goals for presentation at the Board of Governors October meeting. The dialogue included the following suggestions:

  - Expand the goals document's focus beyond ethnic minorities and women to include other minority cultural representation, particularly in goal four.
  - Ensure clarity around the point that the committee's work is inclusive and supportive of the important efforts of the CWA, the MOIC, the GETF and other relevant divisional working groups.
  - Set more specific goals for diversifying athletics leadership upon receiving position turnover data from NCAA research early in 2019.
  - Emphasize the importance of diversity as the Board of Governors fulfills the Commission on College Basketball's recommendation of adding five independent members to the board.
  - That NCAA staff do an analysis of the funding requirements to implement the goals.
- 7. Next steps.** NCAA staff will revise the goals document (see ATTACHMENT) based on committee feedback and distribute to the committee for final approval. Committee and Board of Governors member Satish Tripathi will present the goals to the full Board of Governors at its October meeting.
- 8. Discussion of future meetings.** The next in-person meeting will be at the 2019 NCAA Convention in Orlando, Florida.
- 9. Other business.**

  - a. 2019 NCAA Convention.** Albert stated that inclusion and human resources will facilitate a session at the NCAA Convention to present the committee's goals. NCAA staff will be in

contact with committee members about availability to serve on the panel for this session that will occur on Thursday, January 24.

- b. Division III LGBTQ Working Group updates.** Committee member Brit Katz, who is also a member of the Division III LGBTQ Working Group, explained that the working group recently completed a Nondiscrimination Policy Guide and an LGBTQ Identity Kit that includes a new Division III ONETEAM logo. These materials are being sent to the Division III membership in fall 2018.

**10. Adjournment.** The teleconference adjourned at 1:15 p.m. Eastern Time.

*Committee chair:* Dianne Harrison, Cal State University, Northridge  
*Staff liaisons:* Katrice Albert, Office of Inclusion and Human Resources  
Sonja Robinson, Office of Inclusion  
Amy Wilson, Office of Inclusion

NCAA Committee to Promote Cultural Diversity and Equity August 16, 2018, Teleconference	
<b>Attendees:</b>	
Dianne Harrison, California State University, Northridge.	
Brit Katz, Millsaps College.	
Mark Lombardi, Maryville University.	
Tori Murden McClure, Spalding University.	
Jacqueline McWilliams, Central Intercollegiate Athletic Association.	
Faynesse Miller, Hamline University.	
Satish Tripathi, University at Buffalo, The State University of New York.	
<b>Absentees:</b>	
Dylan Gladney, Prairie View A&M University, NCAA Division I Student-Athlete Advisory Committee.	
Leslie Wong, San Francisco State University.	
<b>Guests in Attendance:</b>	
None.	
<b>NCAA Staff Support in Attendance:</b>	
Katrice Albert, Sonja Robinson and Amy Wilson.	
<b>Other NCAA Staff Members in Attendance:</b>	
Jackie Campbell and Tiana Myers.	



**NCAA BOARD OF GOVERNORS  
COMMITTEE TO PROMOTE CULTURAL DIVERSITY AND EQUITY  
2018-2019 GOALS**

**Strategic Goals:**

1. Engage and align the NCAA governance structure to achieve inclusive excellence.
2. Use metrics to galvanize accountability to diversify athletics leadership.
3. Operationalize the Presidential Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics/Phase 2: *Advancing the Presidential Pledge: From Commitment to Action*.

**Deliverables for Goals:**

1. Engage and align the NCAA governance structure to achieve inclusive excellence.
  - a. Conduct a review of governance structure demographics that includes an analysis of turnover for available positions.
    - Provide NCAA inclusion and human resources with direction to do the following:
      - (a) Publicize the data findings.
      - (b) Review current efforts by each of the divisions to communicate with and educate about membership opportunities for service in the NCAA governance structure.
      - (c) Engage each of the divisions about their processes for determining the nominations submitted for governance service. Recognize conferences that are and are not submitting diverse candidates and explore ways to increase accountability for diverse representation.
      - (d) Develop communication/educational plan about committee service opportunities and distribute to the membership as well as organizations, associations and outlets that primarily serve diverse populations (e.g., Minority Opportunities Athletic Association; Women Leaders in College Sports).
  - b. Provide feedback to the NCAA Board of Governors Executive Committee regarding the five independent members that could be added to the Board of Governors pending a vote by all three divisions at the January 2019 NCAA Convention.
  - c. Develop an innovative plan to:

- (1) Ensure diversity and inclusion issues are intentionally, consistently and appropriately prioritized and accounted for throughout the NCAA governance structure;
    - (2) Identify the potential barriers to move diversity and inclusion issues through the legislative process and policy development; and
    - (3) Grow diverse representation in the NCAA governance structure.
  - d. Place emphasis for consideration of the NCAA's five areas of inclusion (i.e., international student-athletes, LGBTQ, student-athletes with disabilities, race and ethnicity, and women) and other intersectional dimensions of diversity in all NCAA governance proceedings.
  - e. Create equity, diversity and inclusion accountability standards for NCAA staff, NCAA committees, councils/working groups as well as external partners and affiliate members.
2. Use metrics to galvanize accountability to diversify athletics leadership.
- a. Assess annually the diversity landscape for leadership positions in athletics at NCAA member schools and the National Office.
  - b. Analyze turnover rates for head coaches, athletics directors, commissioners, senior level athletics administrators and national office staff to create aspirational, yet realistic, goals for advancement toward a more diverse Association.
  - c. Provide IHR with direction to do the following:
    - (1) Publicize the data findings.
    - (2) Educate membership about the enormity of the challenge to change the demographic data and the importance of intentional, meaningful actions.
3. Operationalize the Presidential Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics/Phase 2: *Advancing the Presidential Pledge: From Commitment to Action*:
- a. Engage Division I as it considers legislation for a one-in-five-year equity, diversity and inclusion review recommended by the NCAA Gender Equity Task Force. Support the equity, diversity and inclusion self-study review processes currently in place for Division II and Division III.



- b. Collaborate with the NCAA Minority Opportunities and Interests Committee as it develops legislation to require a diversity and inclusion contact in each athletics department and conference office.
- c. Support IHR's efforts to achieve the following initiatives:
  - (1) Re-engage presidents/chancellors and conference commissioners on the Presidential Pledge.
  - (2) Create and distribute a diversity and inclusion hiring guide.
  - (3) Develop and promote to the NCAA membership a Profile Search Tool for diverse candidates.
  - (4) Implement and operate NCAA-developed, but institutionally self-sustaining leadership development programs.
  - (5) Optimize the Senior Woman Administrator designation.
  - (6) Develop an equity, diversity and inclusion app for the membership.
  - (7) Explore the feasibility of hosting an annual meeting with external partners to understand the equity, diversity and inclusion landscape and promote trainings and professional development opportunities specifically for diverse populations in intercollegiate athletics.
  - (8) Pursue base budget and sponsorship funding opportunities to support ongoing and long-term Board of Governors Committee to Promote Cultural Diversity and Equity goals.



MEMORANDUM

January 11, 2019

VIA EMAIL

TO: Commissioners, Directors of Athletics, Senior Woman Administrators and NCAA National Student-Athlete Advisory Committees.

FROM: Joni Comstock  
Senior Vice President, Championships and Alliances

Stan Wilcox  
Executive Vice President, Regulatory Affairs.

SUBJECT: Sports Wagering Update.

As NCAA national office staff, we want to provide timely information about key things happening that may assist your work on campus. This is an update on the latest efforts to address sports wagering and its impact on college athletics. Several important developments have occurred since our last communication to you.

As noted in previous messages, last summer subsequent to the United States Supreme Court repeal of the Professional and Amateur Sports Protection Act (PASPA), NCAA President Emmert asked that work begin to assess areas in which legalized sports wagering may impact college athletics. Preliminary efforts included the introduction of enhanced competition integrity monitoring for various sports. The monitoring has provided information and continuous oversight of NCAA competition this academic year. The development of new and revised educational materials focused on the needs of student-athletes, staff and officials also have been part of the plans to assist the membership.

Legislative and regulatory activity related to sports wagering has been monitored closely at the local, state and federal levels. In late December, there was good news that a bill sponsored by Senators Hatch and Schumer was introduced that would provide federal guidelines for sports wagering. The Sports Wagering Market Integrity Act of 2018 contains many important elements including adding a minimum age requirement of 21 years to participate in any form of sports wagering. Federal policymakers will consider next steps as the first session of the 116<sup>th</sup> Congress commences.

A significant development in the Association's efforts related to sports wagering is the NCAA Board of Governors' formation of an Association-wide Ad Hoc Committee on Sports Wagering. Chancellor Kent Syverud of Syracuse University is chair of the committee. You can find the roster of the committee and detailed charge [here](#). The Board of Governors has asked the committee to review NCAA sports wagering legislation to determine if any changes are needed in this new environment; consider the need and a possible process for player availability reporting; and

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NCAA MEMORANDUM

January 11, 2019

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evaluate risk assessment by sport for current and future monitoring of NCAA competition. The group has completed one conference call to discuss future agendas and received a brief overview of sports wagering. The committee will conduct conference calls and in-person meetings through May 2019. Additional meetings will be scheduled if more work is required to fulfill needs of the membership.

If you have questions about the work of the committee or staff, please contact us. We will assist you in any way possible. Thank you for your continued collaboration.

JBC/SW:tlm



## NCAA BOARD OF GOVERNORS AD HOC COMMITTEE ON SPORTS WAGERING

1. **Charge.** The NCAA Board of Governors Ad Hoc Committee on Sports Wagering has been established by the NCAA Board of Governors to protect student-athlete well-being and ensure the integrity of competition. Specifically, the committee is charged to:
  - a. Review current NCAA legislation related to sports wagering and explore whether additional legislation is appropriate in an environment that includes legalized sports wagering, but that also adheres to the guiding principles of student-athlete well-being and maintaining the integrity of intercollegiate competition.
  - b. Examine player availability reporting to determine feasibility and how it could assist the membership in protecting the integrity of college sports and the well-being of student-athletes.
  - c. In conjunction with a sports integrity services provider, evaluate the associated risk per sport by division as an increasing number of states take action to legalize sports wagering.
2. **Composition.** The Ad Hoc Committee on Sports Wagering shall consist of 12 members, including at least one president or chancellor, one director of athletics from a Division I autonomy conference and one student-athlete. There shall be six members from Division I, three members from Division II and three members from Division III. The committee also shall include members that have a working knowledge of sports medicine/athletic training and research.

Note: The committee will have the opportunity to engage subject matter experts as necessary to carry out its duties.

3. **Duties and Responsibilities of the Committee.** The committee shall work with the NCAA internal sports wagering working group and other organizations (e.g., integrity services provider) to build on the Association's efforts related to legislation, policy, research and education around sports wagering to assist members as they adapt to legalized sports wagering in their states and regions. The committee will be updated on and provide input to the development of the Association's educational efforts. The committee will provide regular updates to the Board of Governors and, after a year, the committee will recommend next steps.

Note: While the ad hoc committee works on legislation, policy, research and education around sports wagering, the NCAA national office working group will continue its work on education, integrity services, officiating and the political landscape as it relates to sports wagering.

#### 4. **Election/Terms of Office.**

- a. Election. The members shall be appointed by the Board of Governors.
- b. Committee Chair. The committee chair shall be elected by the committee.

## BOARD OF GOVERNORS AD HOC COMMITTEE ON SPORTS WAGERING

**Composition:** Twelve members, including at least one chancellor/president, one director of athletics from a Division I autonomy conference and one student-athlete. Six members from Division I, three members from Division II and three members from Division III. The committee also shall include members that have a working knowledge of sports medicine/athletics training and research.

**Duties:** The committee shall work with the NCAA internal sports wagering working group and other organizations (e.g., integrity services provider) to build on the Association's efforts related to legislation, policy, research and education around sports wagering to assist members as they adapt to legalized sports wagering in their states and regions. The committee will be updated on and provide input to the development of the Association's educational efforts. The committee will provide regular updates to the Board of Governors and, after a year, the committee will recommend next steps.

**Staff Liaisons:** Joni Comstock, Stan Wilcox, Jackie Campbell  
**Chair:** Kent Syverud

DIV.	POS.	GEN	EM	NAME AND INSTITUTION	CONFERENCE
I	Director of Athletics	M	N	Gary Barta, University of Iowa	Big Ten Conference
I	President	M	Y	Chris Howard, Robert Morris College	Northeast Conference
I	Commissioner	F	Y	Amy Huchthausen, America East Conference	America East Conference
I	Executive Associate AD	F	N	Rachel Newman Baker, University of Kentucky	Southeastern Conference
I	Director of Athletics	F	Y	Desiree Reed-Francois, University of Las Vegas	Mountain West Conference
I	President	M	N	Kent Syverud, Syracuse University	Atlantic Coast Conference
II	President	M	N	William LaForge, Delta State University	Gulf South Conference
II	Director of Athletics	F	N	Pennie Parker, Rollins College	Sunshine State Conference
II	Director of Athletics	M	Y	Harry Stinson, Lincoln University (PA)	Central Intercollegiate Athletic Association
III	Director of Athletic Training	M	Y	Rob Dicks, Lagrange College	USA South Athletic Conference
III	President	F	Y	Elsa Núñez, Eastern Connecticut State University	Little East Conference
III	Commissioner	M	N	Terry Small, New Jersey Athletic Conference	New Jersey Athletic Conference
I	Student-Athlete	M	Y	Nicholas Clark, Coastal Carolina University	Board of Governors Student-Athlete Engagement Committee

**NCAA Government Relations Report**

(December 2018)

**Congressional Overview**

After recessing for more than a month to campaign in the midterm elections, Members of Congress returned to Washington D.C. on November 13, 2018 for a post-election lame duck session. Lawmakers returned to work facing the possibility of a partial government shutdown if Congress is unable to agree on a spending package before December 21. Other legislative matters that could receive consideration during the lame-duck session include criminal justice reform and the reauthorization of farm, nutrition and anti-hunger programs.

As a backdrop to the legislative work, Congress has initiated preparations for the 116<sup>th</sup> Congress, which will include a new majority party in the House of Representatives. Democrats will take control of the House and currently hold a 235-199 seat majority heading into the 116<sup>th</sup> Congress, with the outcome of one race yet to be determined. In the Senate, Republicans were able to maintain the majority by a 53-47 margin. The 116<sup>th</sup> Congress will convene on January 3, 2019.

Democrats and Republicans in the House and Senate have elected leaders for the 116<sup>th</sup> Congress, with only the Speaker of the House to be determined during a floor vote on January 3. Minority Leader Nancy Pelosi (D-CA) won the support of the Democratic Caucus and is expected to be elected as Speaker. House Democrats elected Rep. Steny Hoyer (D-MD) as Majority Leader and Rep. James Clyburn (D-SC) as Majority Whip. House Republicans elected Rep. Kevin McCarthy (R-CA) as Minority Leader, Rep. Steve Scalise (R-LA) as Minority Whip, and Rep. Liz Cheney (R-WY) as Conference Chairwoman. Senate Republicans elected Sen. Mitch McConnell (R-KY) as Majority Leader, Sen. John Thune (R-SD) as Majority Whip, and Sen. John Barrasso (R-WY) as Conference Chairman. The Senate Democratic leadership will remain the same, with Sen. Chuck Schumer (D-NY) as Minority Leader, Sen. Dick Durbin (D-IL) as Minority Whip, and Patty Murray (D-WA) as Assistant Democratic Leader. It is expected that committee leadership and rosters will be finalized in early 2019.

With the 2018 midterm elections dictating most of the activity in Washington, there has been limited legislative activity over the last several months. Despite the limited time in Washington, Members have continued to explore a range of matters related to college athletics.

**Federal**

**Sports Betting**

The expansion of legalized sports betting presents some unique challenges for the collegiate athletic community. To best ensure the well-being of student-athletes and the integrity of competition, NCAA government relations staff worked with interested policymakers and sports organizations in the development of a federal sports betting proposal introduced on December 19, 2018. This rare bi-partisan bill, introduced by Sen. Orrin Hatch (R-UT) and Sen. Schumer

(D-NY), includes the establishment of minimum statutory and regulatory standards that will protect consumers, eliminate illegal sports betting and uphold the integrity of amateur and professional sporting contests. Specific highlights of the bill include a minimum age requirement of 21 for individuals placing bets; the prohibition of bets placed by athletes, coaches, officials and others associated or credentialed by a sports organization; the requirement of the use of official sports organization data through December 2024; and the creation of a National Sports Wagering Clearinghouse to receive reports of suspicious activity, disseminate best practices, operate a national repository of sports wagering data and provide technical assistance and consultation.

With the retirement of Sen. Hatch (R-UT) in 2019, the proposal will serve as a marker for the 116<sup>th</sup> Congress as they continue working to address this issue and for the states as they consider legislation in the coming year.

### **Health and Safety**

On January 5, 2017, Representative Brett Guthrie (R-KY) introduced H.R. 302, the Sports Medicine Licensure Clarity Act of 2017. The proposal allows sports medicine professionals traveling with teams across state lines to remain covered by their medical liability insurance. The bill eliminates ambiguities with current law that place sports medicine professionals at risk of personal liability when providing care to athletes outside of their home state.

Following quick passage of H.R. 302 by the House of Representatives in January 2017, the Senate approved the measure with minor changes on September 6, 2018. After agreeing to the minor changes, Congress sent H.R. 302 to President Trump, who signed the bill into law on October 5, 2018.

Since initial introduction in 2015, the NCAA has supported the Sports Medicine Licensure Clarity Act along with the professional sports leagues and a diverse group of medical organizations.

### **U.S. Department of Education Proposed Title IX Regulation**

On November 16, 2018, the U.S. Department of Education released its long-awaited notice of proposed rulemaking, which would amend regulations implementing Title IX of the Education Amendments of 1972. The proposed regulations rewrite rules governing campus sexual harassment and assault by changing the definition of sexual harassment actionable under Title IX, clarifying an institution's responsibility when allegations arise and specifying the type of due process that must be afforded to the accuser and accused.

As a part of the notice of proposed rulemaking process, there will be a 60-day public comment period, which will end on January 28, 2019.

## **State Issues**

Republicans have maintained control in a majority of state governments since the 2010 midterm elections. Prior to the 2018 elections, Republicans controlled 33 governorships, while Democrats had only 16, with one independent governor in Alaska. In 2019, Democrats will add seven governors to their roster for a total of 23, while Republicans will hold governorships in 27 states. Republicans will control 30 state legislatures (down only one from 2018) and Democrats will control 18 legislatures (up four from 2018) with Minnesota the lone split legislature in 2019 and Nebraska is a unicameral chamber.

## **State Betting**

While most state legislatures have adjourned for the year, sports betting continues to be heavily discussed by legislators, gambling regulators, sports leagues and betting operators. With only a handful of legislatures still in session, bills to legalize sports betting remain active in Ohio, Michigan and Washington D.C. Although legislative activity has been limited, the expansion of sports betting opportunities has continued with a total of eight states now accepting wagers on athletic competitions. Rhode Island and Pennsylvania began accepting wagers in November and New Mexico unexpectedly launched sports wagering in October after it was determined that bets could legally be accepted at tribal casinos. Nevada, Delaware, New Jersey, Mississippi and West Virginia are the other states with active sports betting.

Due to the continued interest in sports betting, we expect a number of states to consider legislation to legalize sports betting in 2019. Sports betting legislation has already been prefiled in Kentucky, Tennessee and Virginia. NCAA government relations staff will continue to closely monitor future developments and share key legislative principles with lawmakers, which are integral to protecting the integrity of competition and the well-being of student-athletes.

## **Revised Uniform Athlete Agents Act**

In preparation for the implementation of NCAA rules allowing basketball student-athletes to enter into a contractual relationship with an athlete agent, NCAA government relations staff has been working to ensure that the Revised Uniform Athlete Agents Act (RUAAA) is adopted in states throughout the country. The RUAAA is an update of the Uniform Athlete Agents Act of 2000, which was designed to provide important protections to student-athletes and educational institutions through the regulation of athlete agent activities. The RUAAA expands the definition of athlete agent, requires an agent to notify an institution before communicating with a student-athlete to induce them into signing an agency contract and creates a registration process that provides reciprocity for agents registered in other states.



The RUAAA contains a provision that prohibits an athlete agent from providing anything of value to a student-athlete to induce them to enter into an agency agreement. This provision would prevent an agent from covering limited expenses for meals, hotel and travel related to the agent selection process, as allowed under recently adopted NCAA legislation. As a result, the NCAA is supporting passage of the RUAAA with an amendment that would allow athlete agents to cover these limited expenses.

We urge member schools to support the RUAAA and referenced amendment and to contact the government relations office with any questions about this important proposal.

### **Student-Athlete Health & Well -Being**

On June 26, 2018, North Carolina SB 335 became law without the signature of Governor Roy Cooper (D). Authored by North Carolina Senator Warren Daniel (R), the measure, among other things, creates the Legislative Commission on the Fair Treatment of College Student-Athletes, which has been charged with examining a variety of issues related to college athletics. The commission is made up of a dozen North Carolina lawmakers and is scheduled to submit its report on college athletics by March 1, 2019, whereby the commission will be terminated.

The commission conducted its first meeting on October 3, 2018 and explored a range of health and safety matters, including concussions, the NCAA catastrophic injury insurance program and how NCAA revenue is utilized to ensure the health and well-being of student-athletes. At the request of the commission, Scott Bearby, NCAA vice president of legal affairs, participated in the meeting and provided an overview of the NCAA's governance process and efforts to protect the health and well-being of student athletes. Other participants included Dr. Phil Dubois, Chancellor, UNC-Charlotte; Dr. Johna K. Register-Mihalik, PhD, Assistant Professor, Matthew Gfeller Sports-Related Traumatic Brain Injury Research Center at UNC-Chapel Hill; and Ramogi Huma, Executive Director, National College Players Association.

The commission held a subsequent meeting in early November, which focused on the academic success of student-athletes at North Carolina institutions. It is expected that the commission will hold one additional meeting in January focused on student-athlete compensation before completing its work.

### **Higher Education Associations**

NCAA government relations staff continues to build strong relationships with various higher education associations. The American Council on Education (ACE), the Association of Public and Land-grant Universities (APLU) and the National Association of Colleges and University Business Officers (NACUBO), among others, continue to provide guidance and support on issues of common interest. The NCAA government relations office looks forward to continuing these mutually beneficial relationships to better formulate and further the NCAA's legislative goals.



**NCAA Sport Science Institute and Committee for Competitive Safeguards and Medical Aspects of Sport**

**Strategic Priorities Timeline**  
**Last Update: December 13, 2018**

**NOTE:** All dates are estimates and may change in response to external factors

<b>Strategic Priority</b>	<b>Initiative</b>	<b>Summary</b>	<b>Anticipated Deliverable</b>	<b>Estimated Timeline</b>
<b>Athletics Health Care Administration</b>	NATA-NCAA Summit on the Organizational and Administrative Aspects of Athletic Health Care in College / University Settings	<p>Will result in an interassociation consensus statement or summary report about key organizational and administrative aspects of athletics health care delivery.</p> <p>This document will be intended to contribute to an NCAA member school's ability to meet evolving interassociation health and safety standards for college student-athletes.</p> <p>No public documents were produced during the meeting</p>	Interassociation recommendations*	<p><b>Event date:</b> Jan. 2017</p> <p><b>Document drafting:</b> Through March 2019</p> <p><b>Membership &amp; external review:</b> Initiated in April 2019, expected to take several months.</p> <p><b>External review &amp; endorsement:</b> Initiated in September 2019</p> <p><b>CSMAS review and endorsement:</b> March 2020</p> <p><b>BOG review and endorsement:</b> April 2020</p> <p><b>Final deliverable:</b> TBD</p>
<b>Concussion</b>	2 <sup>nd</sup> Annual Football Concussion Data Task Force	A closed meeting to review emerging data from the CARE Consortium and NCAA ISP.		<p><b>Event date:</b> February 26, 2019</p> <p><b>Document drafting:</b> March 2019</p> <p><b>Membership review:</b> Not necessary.</p> <p><b>CSMAS review and endorsement:</b> March 2019 (no endorsement)</p> <p><b>BOG review and endorsement:</b> N/A</p> <p><b>Final deliverable:</b> April 2019</p>

<b>Data-driven Decisions</b>	Integrated Technology in Coaching and Athletic Health Care	SSI will host a meeting to discuss issues arising for both coaching and the delivery of athletic health care from the use of wearable technologies (e.g., global positioning systems; heart rate monitors).	To Be Determined	<p><b>Anticipated Event date:</b> TBD</p> <p><b>Document drafting:</b></p> <p><b>Membership review:</b></p> <p><b>CSMAS review and endorsement:</b></p> <p><b>BOG review and endorsement:</b></p> <p><b>Final deliverable:</b></p>
<b>Doping &amp; Substance Abuse</b>	Pain Management in the Collegiate Athlete Task Force	SSI will host a discussion focused on pain management for the collegiate athlete.	Interassociation recommendations*	<p><b>Event date:</b> July 10-11, 2018</p> <p><b>Document drafting:</b> Through December 2018</p> <p><b>Membership review:</b> Through April 2019</p> <p><b>CSMAS review and endorsement:</b> June 2019</p> <p><b>External review and endorsement:</b> Through November 2019</p> <p><b>BOG review and endorsement:</b> January 2020</p> <p><b>Final deliverable:</b> TBD</p>
<b>Mental Health</b>	Task Force to Advance Mental Health Best Practice Strategies	SSI will host a task force that will serve as a follow-up to the 2013 Mental Health Task Force. The 2017 task force will identify strategies and resources that support the implementation of the Mental Health Best Practices and identify models of mental health care and measures of effectiveness for the previously-published best practices.	Educational tools†	<p><b>Event date:</b> November 9-10, 2017</p> <p><b>Document drafting:</b> November – March 2018</p> <p><b>Membership review:</b> April 2018</p> <p><b>CSMAS review and endorsement:</b> June 2018</p> <p><b>BOG review and endorsement:</b> August 2018</p> <p><b>Final deliverable:</b> First deliverable of MH Workshop Planning Kit and MHBP implementation resources - released June 2018.</p> <p>Final deliverables expected in Winter 2019.</p>

	Sports Wagering Task Force	TBD	Interassociation Recommendations	<b>Event Date:</b> March 12-13, 2019
<b>Overuse, Sleep, and Performance</b>	Task Force on Sleep & Wellness	SSI hosted a task force on sleep and wellness May 1-2 2017, with representatives from scientific, higher education and sports medicine organizations to review current data and discuss existing best practices related to the sleep and wellness of student-athletes.	Educational tools <sup>†</sup>	<b>Event date:</b> May 1-2, 2017 <b>Tool Development:</b> TBD. <b>Membership review:</b> <b>CSMAS review and endorsement:</b> NA <b>BOG review and endorsement:</b> NA <b>Final deliverable:</b> TBD
			Peer-review journal article	<b>Article submission:</b> January 2019
<b>Other</b>	2016 Safety in College Football Summit		Interassociation Recommendations: Preventing Catastrophic Injury and Death in College Student-Athletes.	<b>Event date:</b> February 2016 <b>Membership &amp; external review:</b> June 2018, expected to take several months. <b>CSMAS preliminary review:</b> Begin June 2018; Completed in September 2018 <b>External endorsement:</b> Begin October 2018 thru March 2019 <b>CSMAS final review and endorsement:</b> March 2019 <b>BOG review and endorsement:</b> April 2019 <b>Final deliverable:</b> Summer 2019

\*Will result in uniform standards of care for the Association; <sup>†</sup>Outcomes will be educational in nature, and will serve as a resource for member schools



**NCAA**

**AFFIRMATION OF COMPLIANCE**

**DESIGN SUMMARY**

**January 3, 2019**



## INTRODUCTION

This document outlines the recommended design for a standalone course called Affirmation of Compliance for Presidents and Chancellors. The NCAA staff reached out to BLP to assist in the design of a course to be used as part of an annual certification for presidents and chancellors of NCAA member institutions from all divisions (I, II, & III). The NCAA requires individuals in these roles to acknowledge they are accountable for their institutions' compliance with the rules and regulations of the NCAA. This requirement is stated in Constitution 2.1 and 2.8 of NCAA regulations.

While presidents and chancellors are ultimately accountable for their institution's compliance, it is often difficult for them to stay apprised of every issue or action that occurs within the athletics department, given the breadth of their responsibilities for the entire institution.

The module is intended to send a consistent message that presidents and chancellors are ultimately responsible for their institutions' compliance with NCAA regulations. The module will encourage greater cooperation and communication between presidents/chancellors and their athletics departments.

### Instructional Goal and Objectives

The instructional goal sets the target for the eLearning course. The instructional goal of the course is:

***After completing the module, presidents and chancellors affirm their understanding of their responsibilities and the institution's collective commitment to athletics compliance.***

The objectives that support the instructional goal are:

- Recognize what the key compliance principles are and how to access them.
- Recognize that presidents and chancellors are ultimately responsible for the collective actions of its athletics department in relation to NCAA compliance.
- Recognize what a culture of compliance looks like for the institution.
- Recognize the need to build relationships and insure proactive policies and procedures are in place for monitoring of compliance issues.



## Audience

The primary audience for this design consists of presidents and chancellors of NCAA Division I, II, and III Institutions. This audience faces a number of unique challenges:

- Their responsibilities may differ depending on the size of the institution.
  - At larger institutions presidents/chancellors may have large administrative staffs performing tasks.
  - At smaller institutions presidents/chancellors may have smaller staffs and more limited capacity for performing tasks.
- It can be difficult to keep track of compliance within their institution's various athletic teams, leading to feelings that they are "out of touch."

While the specific job roles, responsibilities, and challenges may differ between presidents and chancellors among the three divisions, people in these roles ultimately share the same level of accountability with respect to adherence to NCAA regulations.

## DETAILED DESIGN

### Affirmation of Compliance

#### Animation Outline

This animated video is published in an Articulate Storyline eLearning course "shell" for placement on an LMS. Infographic-style illustrations will be combined with photos, on-screen text, narration, and music to present the key points in an engaging manner.

**Time:** 5 minutes

#### Animation Sample

Click the link to see a sample of the style of the animation we will use. Approval of the actual text, language used and specific images will occur with the alpha version—please review this file for look and feel only.

[http://www.bottomlineperformance.com/clients/NCAA%20D2%20Round%202/Animation/Affirmation/ncaa\\_affirmationprototype\\_20190106.mp4](http://www.bottomlineperformance.com/clients/NCAA%20D2%20Round%202/Animation/Affirmation/ncaa_affirmationprototype_20190106.mp4)

Key Points	On-Screen Description
<ul style="list-style-type: none"><li>• Recognize what the key compliance principles are and how to access them.</li><li>• Recognize that presidents and chancellors are ultimately</li></ul>	<p><b>Part 1: What Does the Rule Say?</b> (1 minute)</p> <p>Learners see a brief introduction to the course followed by an explanation of the contents of Constitution 2.1 and 2.8. Key points include:</p>



<p>responsible for the collective actions of the athletics department in relation to NCAA compliance.</p>	<ul style="list-style-type: none"> <li>• Brief explanation of Constitution 2.1 and 2.8</li> <li>• Where to find the legislation</li> <li>• Reminder that the ultimate responsibility for complying with the legislation is on the President/Chancellor</li> <li>• Emphasis on the fact that accountability is the same across all divisions</li> </ul>
<ul style="list-style-type: none"> <li>• Recognize what a culture of compliance looks like for the institution and the student athlete.</li> <li>• Recognize the need to build relationships and perform proactive monitoring of staff.</li> </ul>	<p><b>Part 2: Creating a Culture of Compliance</b> (3 minutes)</p> <p>Key points include:</p> <ul style="list-style-type: none"> <li>• A definition of a culture of compliance, including the sense of being part of something bigger</li> <li>• The benefits that a culture of compliance brings to the institution and student-athletes</li> <li>• Using appropriate response to violations, including the value of self-reporting small violations</li> <li>• The importance of cooperating with the NCAA</li> <li>• The value of ongoing communication and building relationships within the institution</li> <li>• The benefits provided by ongoing monitoring of the athletics program</li> <li>• Suggestions for communicating the message of accountability to staff members</li> </ul>

Objectives	Interaction Description
N/A	<p><b>Affirmation</b> (1 minute)</p> <p>The animation is followed by a screen with a brief final message for presidents and chancellors. They are directed to additional compliance resources and required to affirm that they are accountable and aware of their obligations consistent with Constitution 2.1 and 2.8 by entering a digital signature.</p>





SENIOR WOMAN ADMINISTRATOR 101

# The SWA Designation

## What is the SWA?

The senior woman administrator (SWA) is the highest-ranking female involved in the management of an institution's intercollegiate athletics program. The intent of the SWA designation is to promote meaningful representation of women in the leadership and management of college sports.

### ✓ YES

- Senior **Woman** Administrator
- Highest-ranking woman\*
- Provides leadership to men's and women's sports and issues
- Designation — A leadership role

### ✗ NO

- Senior **Women's** Administrator
- Longest-serving or oldest woman\*\*
- Leads only women's sports and gender equity
- Position — A job with specific responsibilities

*This resource was written about institutional SWAs. Some information may be applicable to conference SWAs.*

\* A school with a female director of athletics may designate a different woman as SWA.

\*\* The longest-serving or oldest woman may be designated the SWA if she is the highest-ranking woman, but not solely because of her length of service.

### Why is the SWA Designation Important?

Including the unique perspectives of women in senior management has many benefits:



- Enhanced decision-making across the athletics program.
- Increased visibility of female role models in athletics leadership.
- Diverse point of contact for student-athletes and staff to bring concerns.
- Affirmation for involvement and contribution of women in intercollegiate athletics.
- Training opportunities for women to advance to more senior roles, ultimately creating leadership demographics more consistent with the student-athlete population.

### Are You Maximizing the SWA's Impact?

Open communication is critical to clarify expectations and optimize the SWA's role. Athletics directors, SWAs, and conference office personnel should discuss maximizing the SWA's impact with each other, and include presidents/chancellors or athletics direct reports as appropriate.

A document that will help you start the conversation and define success in your efforts — “Are You Maximizing the SWA's Impact?” — can be found at:

[ncaa.org/about/resources/inclusion/senior-woman-administrators](https://ncaa.org/about/resources/inclusion/senior-woman-administrators)



SENIOR WOMAN ADMINISTRATOR 101

## Are You Maximizing the SWA's Impact?

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### 1 Capitalize on Diverse Leadership Perspectives

**DISCUSSION POINTS:**

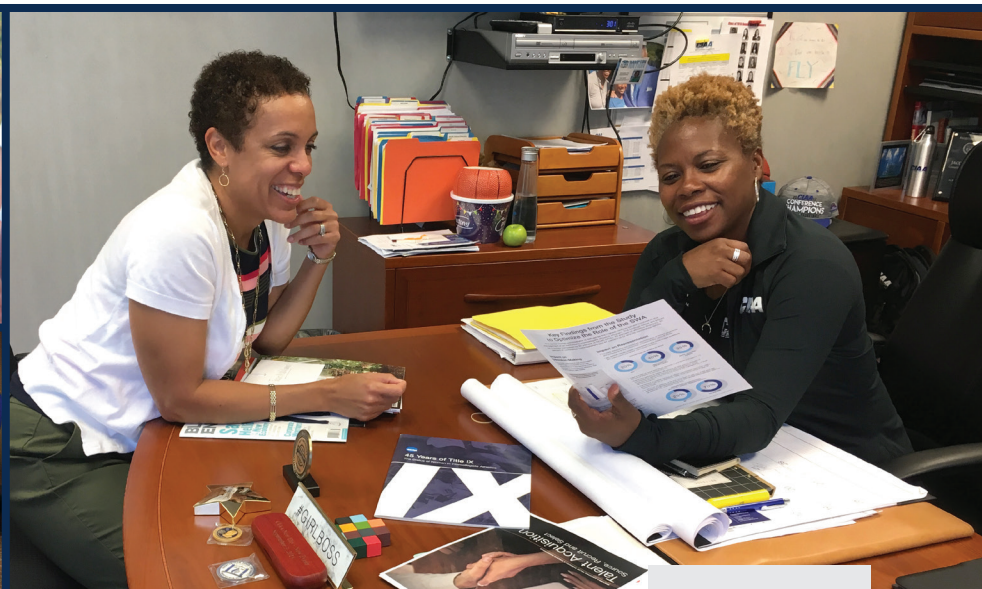
- What are the most significant priorities for athletics and how is the SWA engaged in leading related initiatives?
- How are the SWA's strengths and interests leveraged to provide leadership in the department?
- How is the SWA engaged in senior-level discussions and decision-making?
- How is the SWA engaged in leadership opportunities outside the athletics department (e.g., across campus, external community)?

**WHAT SUCCESS LOOKS LIKE:**

- The AD and SWA collaborate to define the SWA's leadership role and to manage critical departmental issues impacting men and women.
- The SWA makes meaningful decisions on the senior management team (e.g., budget oversight, sport supervision of men's and women's sports, external relations, key personnel decisions and strategic planning).
- The SWA has time and access to information and resources to fulfill the leadership role accompanying the designation.
- The SWA's job title reflects her administrative and leadership responsibilities.
- The SWA's leadership impact and visibility extend beyond the athletics department.

This resource was written about institutional SWAs. Some information may be applicable to conference SWAs.





## SENIOR WOMAN ADMINISTRATOR 101

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## 1

### Capitalize on Diverse Leadership Perspectives

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### 2

## Share Commitment to Equity and Well-Being

### DISCUSSION POINTS:

- Which athletics department employees have specific responsibilities for gender equity, diversity and other advocacy work? Is this team appropriately diverse and inclusive?
- Which athletics department employees have specific responsibilities for student-athlete or staff well-being? Is this team appropriately diverse and inclusive?

### WHAT SUCCESS LOOKS LIKE:

- The responsibility for gender equity and diversity oversight is shared across the athletics department, including senior management.
- The responsibility for student-athlete and staff well-being is shared across the athletics department, including senior management.
- The AD and president/chancellor support SWA engagement with issues and initiatives important to male and female student-athletes, coaches and staff.

### 3

## Support Training and Mentoring Opportunities

### DISCUSSION POINTS:

- What professional development resources and opportunities are available to the SWA?
- How will the professional development advance the SWA's impact in her administrative position?
- How is the SWA exposed to potential mentors and encouraged to mentor others?

### WHAT SUCCESS LOOKS LIKE:

- The SWA receives training specific to this leadership designation (e.g., navigating NCAA and conference committee service, grant opportunities, SWA networking, etc.).
- The SWA engages in professional development opportunities specific to her professional position.
- Athletics department and conference leadership support opportunities for SWAs to receive and provide mentoring.

### 4

## Involve SWAs in Conference Governance

### DISCUSSION POINTS:

- Do SWAs in the conference meet regularly? Does this group have a formal role in the conference governance structure?
- Do the SWA meeting agendas reflect the range of expertise of the SWAs in the conference?
- How else are SWAs engaged in conference committee service (e.g., sport committees, championships committee)?

### WHAT SUCCESS LOOKS LIKE:

- Conference commissioners, ADs and SWAs collaborate to ensure that SWAs have clear and significant responsibilities in conference governance.
- Agendas for SWA meetings reflect the varied job responsibilities held by each SWA and address a wide range of conference issues.
- SWAs participate on a variety of conference committees.

### 5

## Engage SWAs in National Issues

### DISCUSSION POINTS:

- In what ways does senior leadership (AD, athletics direct report, president/chancellor) empower the SWA to pursue national leadership opportunities or exposure?
- How is the SWA engaged in institutional discussions about legislative issues or other national hot topics?

### WHAT SUCCESS LOOKS LIKE:

- The SWA receives information and stays up to date on NCAA communications and important national issues.
- The AD and president/chancellor support SWA participation on national committees and attendance at national conferences.
- The institution considers the perspective of the SWA in its position or vote on national issues.



**2019 NCAA CONVENTION  
DIVISION III DELEGATES SCHEDULE  
ORLANDO, FLORIDA  
JANUARY 22-26, 2019**

**SUPPLEMENT NO. 40  
DIII Mgmt Council 01/19  
DIVISION III OFFICE  
Caribe Royale Orlando  
Hibiscus**

TIME	DIVISION III	ASSOCIATION-WIDE	ROOM LOCATION
<b>Tuesday, January 22</b>			
7:30 a.m. to 10 p.m.	SAAC Meeting [Must be a member of this committee to attend]		Antigua 1-2
<b>Wednesday, January 23</b>			
7:30 a.m. to 5 p.m.	SAAC Meeting [Must be a member or an Associate Member of this committee to attend]		Antigua 1-2
8 a.m. to 3 p.m.	Management Council [Must be a member of this committee to attend]		Grand Sierra Ballroom C
1 to 5 p.m.		Workshop Sessions (5 Sessions)	
2 to 5 p.m.	ADR Institute [Invitation Only]		Grand Sierra Ballroom F
3 to 5:30 p.m.	Division III Student Immersion Program Welcome [Invitation Only]		Boca 3-4
5 to 6 p.m.	ADR Institute Reception [Invitation Only]		Grand Sierra Ballroom A
6 to 9 p.m.		Honors Celebration [Ticket Required]	Grand Ballroom 7-8 ( <b>Marriott</b> )
<b>Thursday, January 24</b>			
7 to 8:15 a.m.	Division III Student Immersion Program Breakfast [Invitation Only]		Boca 1-2
7:30 to 9 a.m.	PC/MC/SAAC Breakfast [Must be a member or an Associate Member of these committees to attend]		Grand Sierra Ballroom G
8 a.m. to 4 p.m.	ADR Institute [Invitation Only]		Grand Sierra Ballroom F
8:30 to 10:30 a.m.	Commissioners Association Meeting		Grand Sierra Ballroom B
8:30 to 9:30 a.m.		Chancellors and Presidents Engagement	Harbor Beach/Marco Island ( <b>Marriott</b> )
8:30 to 9:30 a.m.	Sexual Violence Prevention Education Session	Association-wide Programming (5 sessions)	
9:15 to 11:15 a.m.	Division III Presidents Council Meeting [Must be a member of this committee to attend]		Grand Sierra Ballroom C
9:45 to 11:15 a.m.	Fundraising Education Session	Association-wide Programming (5 sessions)	
11:30 a.m. to 1 p.m.	SAAC Sponsored Luncheon with Division III Student Attendees		Caribbean VI-VII
11:30 a.m. to 1 p.m.	Division III Chancellors/Presidents Luncheon		Grand Sierra Ballroom H-I
11:30 a.m. to 1 p.m.	ADR Luncheon [open to all ADRs, including ADR Institute]		Grand Sierra Ballroom A
11:30 a.m. to 1 p.m.	Division III New AD Meet & Greet Luncheon [Invitation Only]		Grand Sierra Ballroom G
1 to 3 p.m.	Special Olympics Unified Sports Activity		Pavilion Tent
1:15 to 4:30 p.m.	Division III Student Immersion Program [Invitation Only]		Boca 3-4
1:15 to 2:15 p.m.		Association-wide Programming (5 sessions)	

TIME	DIVISION III	ASSOCIATION-WIDE	ROOM LOCATION
<b>Thursday, January 24 continued...</b>			
2:30 to 4 p.m.	NADIII AA Education Session	Association-wide Programming (5 sessions)	
4:30 to 5:30 p.m.		NCAA Plenary Session: State of College Sports [Doors open at 4:15 p.m.]	Grand Ballroom 7-8 <b>(Marriott)</b>
5:45 to 6:45 p.m.		Associate-Wide Business Session	Grand Ballroom 7-8 <b>(Marriott)</b>
6:45 to 8 p.m.		Delegates Reception	Falls Pool Deck <b>(Marriott)</b>
8 to 9:30 p.m.	Division III Student Social Mixer hosted by Division III National SAAC		Boca 5-8
<b>Friday, January 25</b>			
7 to 8 a.m.	Division III Delegate Breakfast		Grand Sierra Ballroom Foyer
8 to 11 a.m.	Division III Issues Forum		Grand Sierra Ballroom
11:30 a.m. to 1 p.m.		Association Luncheon [Ticket Required]	Grand Ballroom 7-8 <b>(Marriott)</b>
1 to 5:30 p.m.	Conference Meetings		
4 to 5:30 p.m.	Division III Provisional & Reclassifying Educational Session		Boca 1
6 to 7 p.m.	Division III SWA Reception		Boca Patio
6 to 7 p.m.		FARA Reception	Grand Ballroom 7A <b>(Marriott)</b>
<b>Saturday, January 26</b>			
6:45 to 7:45 a.m.	SAAC Meeting [Must be a member or an Associate Member of this committee to attend]		Antigua 1-2
7 to 8 a.m.	Division III Delegates Breakfast		Grand Sierra Ballroom Foyer
8 a.m. to 11 a.m.	Division III Business Session		Grand Sierra Ballroom
11 a.m. to Noon	Division III Student Immersion Program Debrief and Luncheon		Bonaire 3-4
11 a.m. to 1 p.m.	NADIII AA Reception		Curacao 5-8
Noon to 2 p.m.	Division III Post-Convention Management Council Meeting [Must be a member of this committee to attend]		Bonaire 1-2



National Collegiate Athletic Association

Joint Meeting of the Division III Presidents Council,

Management Council and Student-Athlete Advisory Committee

Grand Sierra Ballroom G  
Caribe Royale

January 24, 2019  
7:30 to 9 a.m.

- |           |    |   |
|-----------|----|---|
| 7:40 a.m. | 1. | Opening remarks. [Jeff Docking]   |
| 7:45 a.m. | 2. | Discussion with Bud Peterson, Chair of the NCAA Board of Governors and Donald Remy, NCAA Executive Vice President of Law, Policy & Governance and Chief Legal Officer.  |
| 8:15 a.m. | 3. | SAAC report on key issues. [NJ Kim]   |
| 8:20 a.m. | 4. | 2019 legislative proposals. [Sean Cain] <ul style="list-style-type: none"><li>a. Committee position.</li><li>b. Questions and answers.</li></ul>  |
| 8:30 a.m. | 5. | Round table discussions. [All attendees, led by Madison Burns] <ul style="list-style-type: none"><li>a. Discuss involving student-athletes in having productive discussions surrounding inclusion and identity efforts on campus.</li><li>b. Discuss how campus and conference student-athlete advisory committees can assist in limiting and better communicating missed class issues.</li></ul> |
| 9 a.m.    | 6. | Adjournment. [Parker Hammel]  |



**Management Council/Presidents Council/  
Student-Athlete Advisory Committee  
Seating Chart  
Thursday, January 24, 2019  
87 Attendees**

**SUPPLEMENT NO. 41b  
DIII Mgmt Council 01/19**

**Table 1**

Jeff Docking  
Shantey Hill-Hanna  
Parker Hammel  
Dan Dutcher

Stevie-Baker Watson  
Hannah Durst  
Alyssa Leventer  
Stan Wilcox

**Table 2**

Sue Henderson  
Kate Roy  
NJ Kim  
Louise McCleary

Javier Cevallos  
Brady Jay Keller  
Annabelle Feist  
Mary Treuting

**Table 3**

Tori Murden-McClure  
Brad Bankston  
Fran Capaldi  
Jay Jones

Stuart Dorsey  
Matthew Gillette  
Annie MacMillan

**Table 4**

Margaret Drugovich  
Gail Cummings-Danson  
Mika Costello  
Eric Hartung

Julia Higgins  
McKenzie Maneggia  
Kathleen Murray

**Table 5**

Mary Beth Cooper  
Heather Benning  
Emily Goodwin  
Debbie Kresge

Kent Trachte  
Christine Mayorga  
Tyler Schubert

**Table 6**

Teresa Amott  
Gerard Bryant  
Samantha Kastner  
Adam Skaggs

Kandis Schram  
Michael McMahon  
Anthony Francois

**Table 7**

Rob Huntington  
Jason Fein  
Mikayla Greenwood  
Corey Berg

Tiffany Franks  
Lori Mazza  
Mason Rapp

**Table 8**

Elsa Nunez  
Bobby Davis  
Kiana Verdugo  
Brynna Barnhart

Denise Udelhofen  
Arcel Ngoy  
Colby Pepper



**Table 9**

Sharon Hirsh	JT Klopchick
Dennis Shields	Catherine "Cat" Lanigan
Madison Burns	Michael Litz
Lorne McManigle	Bill Fritz

**Table 10**

Fayneese Miller	Nicole Monick
Tim Millerick	Tyler Lozano
Laura Mooney	Charlotte Ellis
Brian Burnsed	

**Table 11**

Kate Conway-Turner	Kelsey Morrison
Joe Walsh	Sydney Rainey
Chris Kimball	Isaiah Swann
Caryl West	

**Table 12**

Bob Lindgren	Jake Santellano
Karen Thompson-Wolfe	Mikala McCartney
Mike Vienna	Ireland Clare Kennedy
Sean Cain	

**Not Attending:** Jeff Myers, Bill Regan, Ryan Booth, Zach Cook, Diamond Umunna, Megan Radosta, Grainne Kelly, Cameron Gardner-Nicholson and CJ Pakeltis.

A G E N D A

The National Collegiate Athletic Association

2019 Division III Issues Forum

Grand Sierra Ballroom  
Caribe Royale

January 25, 2019  
8 to 11 a.m.

- |                     |    |   |
|---------------------|----|---|
| 8 to 8:15 a.m.      | 1. | Welcome and Overview. [Jeff Docking, President, Adrian College]   |
|                     | 2. | Roundtable Discussions with Interactive Q&A regarding 2018 Division III Membership Survey Results.  |
| 8:15 to 9:15 a.m.   | a. | Student-athlete health & safety. [Greg Johnson, director of athletics, North Central University and Kellen Wells-Mangold, assistant athletics director, University of Wisconsin-River Falls]  |
| 9:15 to 10:15 a.m.  | b. | Leveraging athletics enrollment and its impact on budget, personnel and facilities. [Sean Cain, former student-athlete, Adrian College, Julie Kline, director of athletics, Earlham College, and Lisa Melendy, director of athletics, Williams College] |
| 10:15 to 10:55 a.m. | 3. | 2019 Legislative Proposals and Q&A. [Jeff Myers, director of academic and membership affairs for Division III and Bill Regan, associate director of academic and membership affairs for Division III]   |
| 10:55 to 11 a.m.    | 4. | Final Remarks. [Docking]  |
| 11 a.m.             | 5. | Adjournment.  |



A G E N D A

The National Collegiate Athletic Association

2019 Division III Business Session

Grand Sierra Ballroom  
Caribe Royale

January 26, 2019  
8 to 11 a.m.

- |                     |    |  |
|---------------------|----|--|
| 8 to 8:10 a.m.      | 1. | Welcome and Announcements. [Jeff Docking, President, Adrian College]   |
| 8:10 to 8:20 a.m.   | 2. | Division III Identity Video. [Parker Hammel, Chair, National Student-Athlete Advisory Committee]   |
| 8:20 to 8:30 a.m.   | 3. | Election of New Management Council Members. [Keri Luchowski, Executive Director, North Coast Athletic Conference]  |
| 8:30 to 8:40 a.m.   | 4. | Acceptance of Convention Notice and Program. [Docking]   |
| 8:40 to 10:30 a.m.  | 5. | Voting on Presidential and General Groupings. [Docking and Shantey Hill-Hanna, Vice President for Athletics and Campus Services, St. Joseph's College (Long Island)] |
| 10:30 to 10:45 a.m. | 6. | Open Forum.  |
| 10:45 a.m.          | 7. | Closing Remarks. [Docking]   |
| 11 a.m.             | 8. | Adjournment.   |



## Using Gender-Inclusive Language

The Division III Management Council charged the governance staff with exploring the implementation of broad-based gender-inclusive language. This handout provides specific examples of how gendered language can be changed to be gender-inclusive.

### **What is gender-inclusive language?**

Gender-inclusive language refers to expressions and terms that can be used to refer to people without specifying their gender. This type of language is also used to address individuals who fall outside of the traditional gender binary (male – female), such as individuals who identify as gender-expansive or genderqueer. According to a United Nations resource on gender-inclusive language, using such language means speaking and writing in a way that does not discriminate against a particular sex, social gender or gender identity, and does not perpetuate gender stereotypes.<sup>1</sup>

### **Why is gender-neutral language important?**

Gender-neutral language allows us to talk about others in less gendered ways. Gendered language often reinforces and perpetuates sexist stereotypes, so using gender-neutral language actively works against such harmful stereotypes. Given the key role of language in shaping cultural and social attitudes, using gender-inclusive language is a powerful way to promote gender equality and help eradicate gender bias.<sup>2</sup> In addition, misgendering someone (e.g., assuming someone’s gender identity based on their appearance and calling them a name or pronoun they do not identify with) is disrespectful and dismissive.

<b>DIII’s efforts to use gender-inclusive language apply to the following:</b>	<b>DIII’s efforts to use gender-inclusive language <u>DO NOT</u> yet apply to the following:</b>
<ul style="list-style-type: none"> <li>✓ DIII-specific reports</li> <li>✓ DIII-specific policies and procedures</li> <li>✓ DIII-specific resources (e.g., handouts, PowerPoint presentations, etc.)</li> <li>✓ DIII-specific forms and applications</li> </ul>	<ul style="list-style-type: none"> <li>✗ Association-wide committee materials</li> <li>✗ Association-wide policies and resources</li> <li>✗ Association-wide legislation</li> <li>✗ Division III-specific legislation</li> </ul>

## How to Make Resources More Inclusive: Examples of Gender-Inclusive Language

### **1. Use gender-neutral pronouns.**

<b>✗ Gendered Pronouns</b>	<b>✓ Gender-Neutral Pronouns</b>
“The student-athlete pointed out that it would be beneficial for him to receive additional snacks.”	“The student-athlete pointed out that it would be beneficial for <b>them</b> to receive additional snacks.”
“Before a student-athlete can be cleared for competition, he or she must be evaluated.”	“Before a student-athlete can be cleared for competition, <b>they</b> must be evaluated.”
⇒ The pronoun <i>they</i> is a common gender-neutral pronoun that can be used in the singular (Example: The student-athlete hasn’t eaten all day. <i>They</i> are hungry).	

<sup>1</sup> United Nations Resource on Gender-Inclusive Language (access here: <http://www.un.org/en/gender-inclusive-language/>)

<sup>2</sup> United Nations Resource on Gender-Inclusive Language (access here: <http://www.un.org/en/gender-inclusive-language/>)

## 2. Use gender-neutral language.

✗ Gendered Language	✓ Gender-Inclusive Language
“As proposed by the chairman, the committee discussed legislation focused on ... .”	“As proposed by the <b>chair/chairperson</b> , the committee discussed legislation focused on ... .”
<p>⇒ By not using the word “man” in “chairperson”, we can normalize the idea that sport does not privilege male identities over others.</p> <p>⇒ Additional examples: <i>humankind</i> (gender-neutral) instead of <i>mankind</i> (gendered); <i>councilperson</i> (gender-neutral) instead of <i>councilman or councilwoman</i> (gendered); <i>first-year student</i> (gender-neutral) instead of <i>freshman</i> (gendered); <i>upper-level students</i> (gender-neutral) instead of <i>upperclassmen</i> (gendered); <i>sportspersonship</i> (gender-neutral) instead of <i>sportsmanship</i> (gendered).</p>	

**A note on sport committees:** Given that sports are often segregated by gender, NCAA sports are gendered in nature (e.g., women’s soccer, men’s lacrosse, etc.). While sports teams remain gendered, it is important not to gender the student-athletes on these teams. Example: Instead of saying “A *woman* on the women’s swim team” (student-athlete is gendered) consider using “a *student-athlete* on the women’s swim team” (student-athlete is not gendered) to avoid misgendering individuals.

## 3. Consider a gender-neutral approach when addressing people.

In order to avoid addressing individuals in gendered ways (e.g., “Dear Mr./Mrs./Ms. Smith”), you can simply use someone’s title (“Dear <i>Professor</i> Smith”) or role they hold (“Dear <i>Members of the Committee on Infractions</i> ”) when addressing them.
<p>⇒ A few <b>tips</b> for using correct pronouns when addressing individuals:</p> <p>⇒ When interacting with people you do not know well, simply ask “What pronouns do you use?” or “Can you remind me what pronouns you use?” to determine their preferred pronouns</p> <p>⇒ When unsure about pronouns, simply use a person’s preferred name as a pronoun instead (Example: <i>Anton</i> is a student-athlete).</p> <p>⇒ To avoid having others be unclear about your own pronouns, you may want to consider adding your preferred pronouns to your email signature.</p>

## 4. Talk about relationships without specifying gender.

✗ Gendered Term	✓ Gender-Neutral Term
“Student-athletes are encouraged not to text their boyfriend/girlfriend during competition.”	“Student-athletes are encouraged not to text their <b>partners/significant others</b> during competition.”
<p>⇒ Other examples: <i>parent</i> (gender-neutral) instead of <i>mother/father</i> (gendered); <i>sibling</i> (gender-neutral) instead of <i>sister/brother</i> (gendered); <i>child</i> (gender-neutral) instead of <i>daughter/son</i> (gendered)</p>	

### Additional Resources on Gender-Inclusive Language:

1. [United Nations Resource on Gender-Inclusive Language](#)
2. [Gender-Inclusive / Non-Sexist Language Guidelines and Resources: Advice for Classrooms and Other Spaces \(Gender, Sexuality, & Women’s Studies Program, University of Pittsburgh\)](#)
3. [Champions of Respect: Inclusion of LGBTQ Student-Athletes and Staff in NCAA Programs \(NCAA Resource\)](#)

### Points of Contact:

For questions related to implementing gender-inclusive language in Division III-specific materials, please contact **Louise McCleary**, Managing Director of Division III, at [lmccleary@ncaa.org](mailto:lmccleary@ncaa.org).

For questions related to gender-inclusive language in general, please contact **Jean Merrill**, Director of Inclusion, at [jmerrill@ncaa.org](mailto:jmerrill@ncaa.org).