



**REPORT OF THE
NCAA DIVISION III MEMBERSHIP COMMITTEE
FEBRUARY 20-21, 2019, IN-PERSON MEETING**

ACTION ITEMS.

1. Legislative Items.

a. Noncontroversial Legislation – NCAA Constitution 3.3.1.2.2 – NCAA Membership – Member Conference – Eligibility– Composition of Conference – Single-Sport Conference.

- (1) Recommendation. Approve noncontroversial legislation to indicate that in National Collegiate Championship sports, the number of active member institutions needed to be granted single-sport conference status is controlled by the National Collegiate automatic qualification number.
- (2) Effective Date. Immediate.
- (3) Rationale. The current legislation which permits conference status to be granted to a single-sport conference provided it has seven active NCAA member institutions, is in conflict with Bylaw 18.5.2 (automatic qualification by conference – National Collegiate Championship), which permits conferences to be eligible for automatic qualification into any National Collegiate Championship by having at least six active members.
- (4) Budget Impact. None.
- (5) Student-Athlete Impact. Potential greater opportunity to participate in National Collegiate Championships.

b. Convention Legislation – Constitution 3.3.1.2 – NCAA Membership – Member Conference – Eligibility– Composition of Conference.

- (1) Recommendation. Sponsor 2020 Convention legislation to allow the use of provisional institutions in years three and four of the new member process to establish the seven institutions required to comprise a conference. Of the minimum seven institutions necessary to be granted conference status, at least four shall be active Division III member institutions.
- (2) Effective Date. August 1, 2020.
- (3) Rationale. Proposal No. 2016-9 modified how provisional schools can be utilized towards earning a conference's automatic qualification bid. That proposal was narrowly focused and did not modify the language related to

years three and four provisionals in Constitution 3.3.1.2 (composition of conference). The result is that a provisional/reclass school in year three or year four of the new member process can count for the automatic qualification waiting period, but not for the seven core members needed to form a conference from the start. Conference instability may be lessened if provisional schools are able to be used by a conference in meeting its minimum number of member institutions.

- (4) Budget Impact. None.
- (5) Student-Athlete Impact. Provide the opportunity for provisional institutions and their student-athletes to participate in conference competition prior to active member status.

c. Convention Legislation – Bylaw 20.7.1.1 – Multi-Division Membership – Applying Division I Legislation for Division I Sports.

- (1) Recommendation. Sponsor 2020 Convention legislation to allow Division III institutions with Division I sports to apply Division I legislation in all areas, except Bylaw 15 (financial aid). Bylaws 20.7.1.1.1 and 20.7.1.1.1.1 remain unchanged.
- (2) Effective Date. Immediate.
- (3) Rationale. The current legislation requires Division III member institutions with Division I sports to apply the rules of both divisions, or the more stringent rule if both divisions have a rule concerning the same issue. It is often difficult for institutions to distinguish which of the rules is more stringent and tracking the bylaws for two divisions can burden administrative staff. The number of affected schools will not increase, as Division I legislation currently prohibits additional institutions from becoming multidivisional. Currently, 10 Division III institutions sponsor a Division I sport.
- (4) Budget Impact. None.
- (5) Student-Athlete Impact. Student-athletes at Division III institutions will be treated equally to the Division I student-athletes with whom they compete, in all areas except financial aid.

2. Nonlegislative Items.

- None.

INFORMATIONAL ITEMS.

1. **Welcome and Announcements.** The chair commenced business at 9:01 a.m. Eastern time Wednesday, February 20, 2019. The chair welcomed the following new members of the committee to their first in-person meeting: Charley Jacobs, St. Norbert College, and Megan Valentine, Hilbert College.
2. **Roster and Conflict of Interest.** Committee members were reminded of the NCAA Conflict of Interest Policy and proper procedures for recusal if a conflict of interest might arise. Committee members reviewed the conflict of interest document and updated any conflicts as necessary. Committee members followed the recusal procedures during all deliberations.
3. **Policies and Procedures.** The NCAA staff provided the committee with its policies and procedures for review. The committee reviewed the document and instructed the staff to edit four areas to reflect gender neutral language.
4. **Division III Provisional and Reclassifying Membership.**
 - a. Applications for exploratory membership. The committee reviewed and approved exploratory applications from the following institutions:
 - (1) Bob Jones University (South Carolina);
 - (2) Lindenwood University – Belleville (Illinois); and
 - (3) Warren Wilson College (North Carolina).

In its review, the committee found that the institutions met the conditions and obligations for application to explore Division III and determined that NCAA staff and a representative from the committee should conduct a visit to each campus during the exploratory year.
 - b. Applications for provisional and reclassifying membership. The committee reviewed and approved provisional and reclassifying membership applications from the following institutions:
 - (1) St. Thomas University (Texas) – provisional;
 - (2) Pratt University (New York) – provisional; and
 - (3) Mississippi University for Women – provisional.

In its review, the Membership Committee found that the institutions met the conditions and obligations for application to begin year one of the Division III provisional membership process.

- c. Year one campus visit. In its review of the Mississippi University for Women application for provisional membership, the committee discussed whether the institution should return to Indianapolis in year one, after having visited Indianapolis and having a campus visit in each of its exploratory years. The committee decided that a videoconference is most appropriate, so as not to be repetitive from the previous visits.
- d. Provisional/Reclassifying/Exploratory chart and mentor assignments. The committee reviewed the provisional/reclassifying/exploratory member chart and assigned committee mentors to each of the institutions accepted into the exploratory process:

- (1) Bob Jones University (South Carolina) – William Fell;
- (2) Lindenwood University – Belleville (Illinois) – Kristyn King and Charley Jacobs; and
- (3) Warren Wilson College (North Carolina) – Charles Harris.

The committee also reviewed the provisional/reclassifying/exploratory member chart and assigned committee mentors to institutions whose previous mentors are no longer serving on the committee.

- (1) Dean College (Massachusetts) – Laura Mooney;
- (2) Johnson and Wales University, Denver (Colorado) – Steven Rackley; and
- (3) Pfeiffer University (North Carolina) – Jessica Huntley.

- e. Convention attendance for provisional and reclassifying members. The committee discussed the provisional and reclassifying member institutions and noted that all had representation at the 2019 NCAA Convention Division III Business Session. The committee also noted that years two and three and our presidents were appreciative of the amended policy not requiring presidents to attend all Convention events.
- f. NCAA research data within the new and active membership processes. Eric Hartung, Associate Director of Research for Division III, provided the committee with an update on the data tools and information that are available for the committee's use. The committee noted the usefulness of the available data and feel that it can be used by the committee when evaluating the viability of institutions

looking to apply for Division III membership. If access to the data and training on how to use the IPP platform is given to institutions during the provisional process, the committee noted, it will help applicants compare themselves to other Division III institutions. Staff will continue to work with Mr. Hartung and report back to the committee during a future teleconference.

- g. Potential year four waiver for reclassifying institutions. The committee discussed the possibility of a year four waiver for reclassifying institutions. Staff was asked to draft what such a waiver would look like, given the parameters suggested by the committee. The committee will review the staff concept during its March teleconference and potentially recommend legislation to the Division III Management Council for the 2020 NCAA Convention.
5. **Review of Recommended Changes to Exploratory Application.** The committee reviewed the exploratory application and directed staff to amend the document to reflect the staff's and committee's suggestions.
 6. **Review of Recommended Changes to the Provisional/Reclassifying Membership Application.** The committee reviewed the provisional/reclassifying membership application and directed staff to amend the document to reflect the staff's and committee's suggestions.
 7. **Review of Recommended Changes to the Athletics Program Assessment.** The committee reviewed the Athletics Program Assessment and directed staff to amend the document to reflect the staff's and committee's suggestions.
 8. **Review of Recommended Changes to the Annual Report.** The committee reviewed the provisional/reclassifying member annual report and directed staff to amend the document to reflect the staff's and committee's suggestions.
 9. **Review of Recommended Changes to the New Membership FAQ Document.** The committee reviewed the New Membership FAQ Document and directed staff to amend the document to reflect the staff's and committee's suggestions.
 10. **Review of Recommended Changes to Conference Guidelines and Applications.** The committee reviewed the single- and multisport conference applications and noted that if the legislation surrounding a single-sport conference changes (see Legislative Action Item 1a), there will need to be changes to the single-sport conference guidelines and application.

11. Review Single-Sport Conference Application – Northeast Women’s Golf Conference.

The committee reviewed the application for the creation of the Northeast Women’s Golf Conference. The committee approved the application. The 10 member schools are:

- a. Husson University;
- b. Johnson and Wales University (Providence);
- c. Keuka College;
- d. Nazareth College;
- e. St. John Fisher College;
- f. State University of New York at Canton;
- g. State University of New York at Cortland;
- h. Suffolk University;
- i. Utica College; and
- j. Westfield State University.

12. Review Single-Sport Conference Application – Central Intercollegiate Bowling Conference. The committee reviewed the application for the creation of the Central Intercollegiate Bowling Conference. The committee approved the application conditioned upon waiver approval by the NCAA Division III Management Council Subcommittee for Legislative relief. The six member schools are:

- a. Aurora University;
- b. Augustana College;
- c. Elmhurst College;
- d. Marian University;
- e. North Central College; and
- f. University of Wisconsin – Whitewater.

It was voted to request a waiver of Bylaw 3.3.1.2.2 (composition of conference – single-sport conference). The approval of the conference application resulted in two additional actions. The Subcommittee for Legislative Relief now must provide a waiver of Bylaw 3.3.1.2.2 (composition of conference – single-sport conference), which requires a single-sport conference to be comprised of at least seven active NCAA institutions. The committee voted to recommend noncontroversial legislation to Management Council to amend Bylaw 3.3.1.2.2 (composition of conference – single-sport conference) to state that the minimum number of active institutions to create a single-sport conference in a National Collegiate Championship sport is controlled by the National Collegiate automatic qualifier number. [See Legislative Action Item 1a]

13. Division III Active Membership.

- a. Overview of the 2017-18 sports-sponsorship audit. The staff informed the committee that 10 institutions were randomly audited for minimum sports sponsorship during the 2017-18 academic year. Of the 10, nine were found to be in compliance. The tenth institution, Massachusetts Maritime Academy, was also selected for a “for cause” audit and ultimately found to be in compliance. Seven additional institutions were audited "for cause" based on information submitted in their respective sports-sponsorship and demographic form. Marantha Baptist University and SUNY Polytechnic Institute were granted waivers. Two institutions—Mount Aloysius College and La Roche College—were placed on probation without pursuing a waiver. The remaining three institutions were revealed to have successfully satisfied all sports-sponsorship requirements.
- b. 2019 NCAA Convention attendance – Constitution 3.2.4.15. The committee reviewed details regarding the following institution’s failure to cast a vote at the business session for the 2019 Convention:
 - (1) University of Dubuque. The committee approved the request from Dubuque, noting the institution notified the NCAA staff of the death of the director of athletics’ father in advance of Convention and detailed why alternate staff members were unable to attend.
 - (2) Massachusetts Maritime Academy. The committee approved the request from Massachusetts Maritime, noting the institution attended Convention, and that the lack of a recorded vote appeared to be an issue with the voting unit.
 - (3) Northland College. The committee approved the request from Northland, noting the institution attended Convention and a communication issue prevented the athletics direct report from being given the opportunity to cast a vote.

- (4) U.S. Merchant Marine Academy. The committee approved the request from Merchant Marine, noting the institution notified NCAA staff ahead of Convention about the inability to obtain travel authorization due to a federal government shutdown.
- c. Departing Division III institutions. Staff notified the committee that the College of Staten Island and Frostburg State University submitted applications to transition their membership to Division II. If approved, the institutions would begin the Division II membership process in fall 2019. The committee also noted that Thomas More College announced that it is departing the NCAA for the NAIA and Newbury College will no longer operate a Division III athletics program after this academic year due to institutional closure. As a result, it is anticipated that overall Division III membership will decrease for the 2019-20 academic year.
- d. Council of Independent Colleges on trends in intercollegiate athletics. NCAA staff provided the committee with a white paper summary from the Council of Independent Colleges that details information on current trends in collegiate athletics.
- e. Membership trends and discussion regarding philosophical approach to mergers. NCAA staff provided the committee with information on merging institutions. The committee discussed, and agreed with, the current staff position that Division III should not be concerned if the two institutions looking to merge can show a distinction between athletics departments and separately submit data for research purposes. The committee noted that it would have concerns with two athletics departments being run by an institution that have a shared Office of Postsecondary Education Identification number (OPEID).

14. Educational Initiatives.

- a. 2019 NCAA Regional Rules Seminars. Staff provided the committee with a list of institutions that are required to attend the 2019 Regional Rules Seminars in either Indianapolis or Denver, Colorado. Staff noted that institutions are provided regular reminders to encourage them to register as early as possible.
- b. Conference Rules Seminar Application. Staff notified the committee that there is not a Conference Rules Seminar scheduled for 2019. Conferences in the Boston, Massachusetts, area have been approved to host and submitted dates for a seminar to be conducted in 2020.
- c. NCAA Inclusion Forum. NCAA staff reminded the committee that the 2019 NCAA Inclusion Forum will be held April 26-28 in Atlanta, Georgia. Committee members were encouraged to remind their mentee provisional/reclassifying

institutions the Inclusion Forum satisfies the provisional/reclassifying educational requirement for FAR and SWA professional development. Additionally, at least one senior-level administrator (e.g., chancellor or president, athletics direct report, Title IX officer, dean of students) that does not work in an athletics department at a provisional or reclassifying must attend the Inclusion Forum at least once during the membership process.

15. **Feedback and Discussion of Timing for Annual Reception at Convention.** The committee provided NCAA staff with feedback on the timing of the annual provisional and reclassifying member reception at the Convention. Committee members agreed that the reception is a vital part of the membership process and a welcomed casual event in an otherwise structured Convention. The committee noted that the reception is more engaging than a slideshow presentation and that the provisional and reclassifying members get more out of the event now than in previous years.
16. **Annual Review of Provisional Fee Accounting Summary.** NCAA staff presented the committee with information regarding the annual review of the provisional fee amount. After raising the fee for the 2018-19 year, the committee agreed to keep the fee the same for 2019-20 and will monitor its appropriateness moving forward.
17. **2020 In-Person Meeting Dates.** The committee agreed to conduct its 2020 in-person meetings February 18-19, 2020, and June 24-25, 2020.
18. **Division III Governance Update.** Louise McCleary, Managing Director of Division III, provided the committee with updates from the 2019 NCAA Convention and other pertinent items being discussed by the division.
19. **Division III University.** Jay Jones, Associate Director of Division III, provided the committee with an update on Division III University and discussed the modules that are available to member institutions.
20. **Other Business.**
 - a. Paul Smith's College request for early membership. The committee reviewed a waiver request from Paul Smith's College to allow for Nordic skiing to become a NCAA sport ahead of the 2023 World University Games in Lake Placid, New York. The committee denied the application.

- b. Discussion of minimum contest requirements. The committee discussed the issue of using nontraditional segment contests for sports sponsorship minimums in the sport of cross country. The committee noted that as long as the competition meets the definition of a contest, it may be used for sports sponsorship minimums if it falls in either the traditional or nontraditional segment of the playing season.

21. Adjournment. The committee concluded its business and adjourned at 10:29 a.m. Eastern time February 21, 2019.

Committee Chair: Laura Mooney, Massachusetts College of Liberal Arts, Massachusetts State Collegiate Athletic Conference

*Staff Liaisons: Jay Jones, Division III Governance
Tiffany Alford, Academic and Membership Affairs
Corey Berg, Academic and Membership Affairs*

NCAA Division III Membership Committee February 20-21, 2019, In-Person Meeting	
Attendees:	
William Fell, United States Merchant Marine Academy.	
Jonathan Harper, Newbury College (via teleconference).	
Charles Harris, Averett University.	
Jessica Huntley, Centennial Conference (via teleconference).	
Charley Jacobs, St. Norbert College.	
Kristyn King, Rockford University.	
Laura Mooney, Massachusetts College of Liberal Arts.	
Steven Rackley, Alma College.	
Susan D. Stuebner, Colby-Sawyer College (via teleconference).	
Megan Valentine, Hilbert College.	
Absentees	
None.	
Guests in Attendance	
Eric Hartung, Louise McCleary and Jeff Myers.	
NCAA Staff Support in Attendance	
Tiffany Alford, Corey Berg, Shannon Blevins, Debbie Brown and Jay Jones.	