ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   
   a. Officials at the cross country championship
      
      (1) Recommendation. That one more recall starter be added to the NCAA Division III Men’s and Women’s Cross Country Championships officiating crew.
      
      (2) Effective date. September 1, 2016.
      
      (3) Rationale. The additional recall starter will ensure the start of the championships races are appropriately monitored and necessary recalls are made. Several falls have occurred near the start of the race at past championships, and the NCAA Division III Men’s and Women’s Track and Field and Cross Country Committee believes the additional recall starter can help ensure that these falls are closely monitored.
      
      (4) Estimated budget impact. The official would receive $40 for his/her services, which is the same amount the current recall starters receive.
      
      (5) Student-athlete impact. This addition to the championships will positively impact the student-athlete experience because adequate supervision will be provided at the start of the race when falls are most likely to occur.

   b. Committee chair.
      
      (1) Recommendation. That Bill Ross, associate director of athletics and recreation services at Allegheny College, and Thomas Thomasson, associate director of athletics and recreational services at Rutgers-Camden, serve as co-chairs of the committee for the 2016-17 academic year.
      
      (2) Effective date. September 1, 2016.
      
      (3) Rationale. Mr. Ross will be serving his second year in this position, and the committee believes it would be beneficial to have a co-chair structure to cover all three Division III cross country and track and field championships. With one committee overseeing all three championships, it is difficult for one person to take the necessary time away from work to be on host calls, committee calls and
travel to championships throughout the entire year. In the new co-chair structure, Mr. Ross and Mr. Thomasson will split the chair responsibilities per championship, ensuring adequate time and attention is given to all three championships the committee oversees.

If this structure is not acceptable, the committee would recommend re-appointing Mr. Ross as the committee chair for 2016-17 and will look to appoint Mr. Thomasson as chair the following year.

**INFORMATIONAL ITEMS.**

1. **2015 annual report.** The committee approved the report from last year’s annual meeting as submitted.

2. **Committee assignments.** The committee reviewed the sport-specific assignments from this year and made the following changes for the upcoming year:
   - Cross country: Bill Ross, Thomas Thomasson, Kelly Scafariello, Don Nichter and Natalie Bach-Prater.
   - Indoor track and field: Derek Stanley, Michael Orechia, Bill Ross, Tom Thomasson, and Natalie Bach-Prater.
   - Outdoor track and field: Derek Stanley, Don Nichter, Bill Ross, Tom Thomasson, and the new Central region committee member.

3. **Committee timeline.** The committee reviewed this past year’s timeline and voted to adjust the committee arrival dates for all championships. The committee felt there was some down time during the first few days on site this past year, so for 2016-17, only subcommittee members will arrive in time for the host walk-through. All other committee members can arrive the day before packet pick up (one day later) in an effort to save time and money.

4. **Chair’s report.** The committee reviewed Mr. Ross’s reports from all three championships and will use this feedback throughout the planning process for the 2016-17 championships.

5. **Committee Operations Manual.** The committee reviewed the Committee Operations Manual and made edits as necessary.

6. **Review of the Cross Country Regionals and Championships.**
   a. **Championships administration.** The committee felt the University of Wisconsin-Oshkosh and Lake Breeze Golf Club did an outstanding job hosting the event. The committee noted the facility and course provided for great competition and were well maintained. Additionally, the committee noted the host was very knowledgeable about the sport, which helped to make the championship and planning process very efficient. The two areas the committee is looking to improve for 2017 are the timing operations and web stream production. There were several issues with timing that delayed the final
results, and Webstream was not well received by fans. The committee is hoping to get better camera placement for future championships.

The committee also noted that fans did not support the change to the awards presentation this year. The committee also did not like the new awards format and believes the separation of the coaches association awards and NCAA awards made the awards ceremony inefficient and did not reflect well on either organization. The committee will research the best way to allow the coaches association awards and NCAA awards to be presented simultaneously.

b. Regionals. The committee reviewed the administration of the cross country regionals and noted the hosts did a nice job. There is some concern that the regional meets are becoming too big, and as such, it has become difficult to secure hosts for these events. The committee voted to create a subcommittee to research possible solutions and report to the committee later this summer or fall.

c. Championship and regional start times. The committee recommends that races at the national championship start one hour apart, with the women competing first. The committee recommends that races start at 11 a.m. and 12 p.m. The committee believes this will help tighten the championship schedule and provide for a better student-athlete experience because the course will remain intact longer with the women racing first. The committee also recommends this timing and format for the regional meets but will consider deviations from the start times if absolutely necessary. However, women will still be expected to run first even if the start times differ from the national championship format.

d. Selection process. The committee felt that using the Track and Field Results Reporting System has made the selection process more efficient. The committee also emphasized the importance on technical training or a “mock selection” prior to real selections so the committee is familiar with the process. NCAA staff will work with DirectAthletics to schedule a session this fall.

5. Review of the Indoor Track and Field Championships.

a. Championships administration. The committee agreed that Grinnell College was an excellent host and that the staff was extremely accommodating and collaborative. The committee noted that the facility provided for an exciting atmosphere but had limited spectator seating. In addition, the town of Grinnell had limited hotel availability. The committee also wants to tighten the schedule in the future to reduce the time between events. Based on the participant evaluations, the student-athletes and coaches were pleased overall, and the championship went very smoothly.

b. Selections. The committee agreed the indoor championships selection process is very efficient with TFRRS. The committee would like to clarify the tiebreaking processes for relays and field events and will make sure the processes are explicitly stated within the Pre-Championships Manual.
c. **Sport sponsorship.** The committee reviewed sport sponsorship for indoor track and field and noted it is hard to keep track of teams that are actually sponsoring indoor track and field. Many institutions list that they are sponsoring indoor track and field but don’t actually meet the sponsorship requirements. The committee asked the championship manager to check with the academic and membership affairs staff to better understand the championship sport sponsorship requirements and how they differ from the overall Division III sport sponsorship requirements. NCAA staff will then report back to the group to determine if any further action is needed.

d. **Technical manual.** The committee reviewed and adjusted the technical manual as needed.

6. **Review of the Outdoor Track and Field Championships.**

a. **Championships administration.** The committee felt there were some challenges during the championships but that overall the championships went well and student-athletes had a great experience. Many of the challenges stemmed from weather and officials’ rulings that could not be anticipated. The committee discussed ways to mitigate these challenges in the future and decided to institute a jury of appeals for future championships. Additionally, the committee is planning to work with Divisions I and II to streamline official selections and work toward obtaining an officials coordinator in the near future. Travel to Waverly and limited hotel capacity posed some challenges for teams. However, the facility at Wartburg and additional details were excellent.

b. **Selections.** The committee agreed the outdoor championships selection process is more efficient with TFRRS. This process reduces the committee’s time away from campus and reduces cost as it relates to the championships budget. The committee would like to continue with the same process for next year’s championship.

c. **Technical manual.** The committee reviewed and adjusted the technical manual as needed.

d. **Late declaration fines.** The committee reviewed the list of teams that declared late for championship selections and approved fines to be sent to those schools.

7. **Other business.**

a. **Final qualifier meets.** The committee discussed final qualifier meets for outdoor track and field and the criteria used for approval. The committee wants to standardize the final qualifier meets and will review possible requirements on a future teleconference. Once these new requirements are identified, they will be included in the final qualifier application.

b. **Student-athlete scratch deadline.** The committee discussed the current medical scratch deadline and established a drop-dead date for championship alternates. The committee
decided that no student-athletes will be invited to the championships following these established deadlines, even if there is a medical scratch after the deadline. The committee believes these deadlines will help streamline the alternate invitation process and provide equitable championship access for all student-athletes. These dates will be listed in the appropriate manuals and communicated through the Championship Newsletter.

c. Future dates and sites. The committee reviewed the future dates and sites for all three championships through 2017.

d. Manual review. The committee reviewed all manuals related to the three championships and made edits as necessary.

e. Upcoming bid process and timeline. The committee reviewed the timeline for the upcoming bid process. The committee will discuss a call schedule to review bids once the final timeline is released to NCAA staff.

f. Playing rules proposal discussion. Bod Podkaminer, track and field and cross country secretary-rules editor, joined the meeting to discuss the final rules proposals that will be sent to head coaches and committee members for comment.

g. U.S. Track & Field and Cross Country Coaches Association (USTFCCCA). The committee met with Sam Seemes, executive director of USTFCCCA, to discuss items related to cross country race start times, course requirements, cross country award protocols, track and field final qualifier meets, and championship sites.

h. Governance update. Jay Jones, associate director of Division III, joined the meeting to update the group on topics including the Management Council meeting agenda, budget items and the possible legislation changes.

Committee Chair: Bill Ross, Allegheny College, North Coast Athletic Conference
Staff Liaison: Liz Horvat, Championships and Alliances

| Division III Men’s and Women’s Track and Field and Cross Country Committee |
| June 15-17, 2016, Meeting |
| Attendees: |
| Chris Daymont, St. Olaf College; Minnesota Intercollegiate Athletic Conference. |
| Don Nichter, Dickinson College; Centennial Conference. |
| Michael Orechia, University of Puget Sound; Northwest Conference. |
| Bill Ross, Allegheny College; North Coast Athletic Conference. |
| Kelly Scafariello, Salve Regina University; Commonwealth Coast Conference. |
| Francie Smith, Southwestern University (Texas); Southern Collegiate Athletic Conference. |
| Derek Stanley, University of Wisconsin, La Crosse; Wisconsin Intercollegiate Athletic Conference. |
| Thomas Thomasson, Rutgers, the State University of New Jersey, Camden; New Jersey Athletic Conference. |
| Absentees. |
None.

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<th><strong>Guests in Attendance:</strong></th>
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<tr>
<td>Bob Podkaminer, Secretary Rules Editor</td>
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<td>Sam Seemes, USTFCCCA</td>
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<tr>
<td>Linda Godby, Championships and Alliances.</td>
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<td>Liz Horvat, Championships and Alliances.</td>
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<td>Jay Jones, Division III Governance.</td>
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