

**REPORT OF THE NCAA DIVISION III  
LGBTQ WORKING GROUP  
AUGUST 21, 2017, TELECONFERENCE**

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

- 1. Welcome and Roster.** The NCAA Division III LGBTQ Working Group commenced business at 4:03 p.m. Eastern time Monday, August 21, 2017. Neil Virtue, the chair, reviewed the roster and conducted a roll call. The chair informed the working group that NCAA staff member Jess Duff recently accepted a position at the Massachusetts Institute of Technology and will no longer serve as a liaison to the working group.
- 2. Review of June 23, 2017, 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. Membership Survey.** The working group continued to review an LGBTQ Division III-wide membership survey and considered recommendations for improvement from the NCAA research staff, the vice-president of Division III and the director of inclusion. Of note was the recommendation from the research staff to subdivide the membership survey into four separate surveys targeting the following demographic groups:
  - a. Presidents and athletics direct reports;
  - b. Athletics administrators and coaches;
  - c. Student-athletes; and
  - d. Commissioners.

The rationale for subdividing is to reduce the number of questions in each survey and ultimately increase the overall response rate. Research shows that shorter surveys receive a higher response rate. The working group agreed with the recommendation. Additionally, the research staff recommended the removal of questions not deemed critical to the survey.

The working group agreed with the recommendation. Lastly, the working group suggested additional edits for the survey, and emphasized that to yield a high response rate, the master survey and the four demographic-specific surveys should not include more than 50 questions each. Further, the surveys should be made available on multiple mobile platforms. Staff informed the working group that each member will be invited to complete at least one demographic-specific pilot survey based on each member's primary campus/conference role once research has created a viable instrument.

5. **Proposed Timeline of Action.** The working group reviewed the proposed timeline to guide its initiatives and implementation plan.
6. **Future Teleconferences and In-Person Meeting.** Staff noted the next working group teleconference will be held at 4 p.m. Eastern time Wednesday, October 4. The working groups in-person meeting will be 8 a.m. to 2 p.m. Eastern time Tuesday, November 14 in Indianapolis. Staff reminded working group members to finalize travel arrangements by September 1.
7. **Adjournment.** The meeting adjourned at 5:04 p.m. Eastern time.

*Staff Support: Louise McCleary, Division III Governance  
Jean Orr, Academic and Membership Affairs*

<b>NCAA Division III LGBTQ Working Group August 21, 2017, Teleconference</b>	
<b>Attendees:</b>	
Margaret Drugovich, Hartwick College; Empire 8.	
R. Brit Katz, Millsaps College; Southern Athletic Association.	
Christopher Kimball, California Lutheran University; Southern California Intercollegiate Athletic Conference.	
Kyrstin Krist, Methodist University; USA South Athletic Conference.	
Donna Ledwin, Allegheny Mountain Collegiate Conference.	
Julie Shaw, Women's Sports Foundation.	
Neil Virtue, Mills College; Independent.	
<b>Absentees:</b>	
Christopher Deddo, State University of New York Maritime College; Skyline Conference.	
Malcolm Huggins, State University of New York at Oswego; State University of New York.	
Michael Vienna, Emory University; University Athletic Association.	
<b>NCAA Staff Support in Attendance:</b>	
Louise McCleary and Jean Orr.	