1. Welcome and announcements. (Tracey Ranieri)

2. Rosters, future meeting schedule and monthly updates. (Ranieri)

3. Review of summary and minutes. (Ranieri)
   a. Summary of fall 2016 quarterly meetings.
   b. October 24 and November 15, 2016, Administrative Committee Reports.

4. Division III Philosophy Statement and 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] (Brit Katz)
      (2) Strategic-Planning and Finance Committee. [Supplement No. 3a] (Ranieri/Jeff O’Barr)
         (a) 2016-17 budget-to-actual. [Supplement No. 3b]
         (b) Future projections. [Supplement No. 3c]
      (3) Joint Legislative Steering Committee. (Ranieri)
   b. Management Council subcommittees.
      (1) Subcommittee for Legislative Relief. [Supplement No. 4] (Nnenna Akotaobi)
      (2) Playing and Practice Seasons Subcommittee. (Chris Ragsdale)
c. Division III committees.

(1) Championships Committee. [Supplement Nos. 5a, 5b, 5c and 5d] (Gerald Young)

(2) Committee on Infractions. (Young)

(3) Financial Aid Committee. [Supplement No. 6] (Terry Wansart)

(4) Infractions Appeals Committee. (Kate Roy)

(5) Interpretations and Legislation Committee. [Supplement Nos. 7a and 7b] (Shantey Hill)

(6) Membership Committee. [Supplement Nos. 8a, 8b and 8c] (Ragsdale)

(7) Nominating Committee. (Terry Small)

(8) Student-Athlete Advisory Committee. [Supplement No. 9] (Taryn Stromback/Greg Woods)

(9) Student-Athlete Reinstatement Committee. [Supplement No. 10] (Frank Millerick)

d. Association-wide committees.

(1) Committee on Competitive Safeguards and Medical Aspects of Sports. (Stevie Baker-Watson)

(2) Committee on Sportsmanship and Ethical Conduct. [Supplement No. 11] (Karen Tompсон-Wolfe)

(3) Committee on Women’s Athletics. [Supplement Nos. 12a and 12b] (Julie Soriero)

(4) Honors Committee. [Supplement Nos. 13a and 13b] (Frank Millerick)

(5) Minority Opportunities and Interests Committee. [Supplement No. 14] (Akotaobi)

(6) Olympic Sports Liaison Committee. [Supplement No. 15] (Soriero)

(7) Playing Rules Oversight Panel.
(8) Postgraduate Scholarship Committee. (Gail Cummings-Danson)

(9) Research Committee. [Supplement No. 16] (Chris Kimball)

(10) Walter Byers Scholarship Committee. (Dennis Leighton)

6. 2017 Convention legislation. (Jeff Myers/Sarah Otey)
   b. Legislative proposal question and answer guide. [Supplement No. 17]
   c. Review of parliamentary and voting issues. [Supplement No. 18]
   d. Review of speaker assignments. [Supplement No. 19]

7. Division III Initiatives and updates.
   a. Diversity and Inclusion Working Group. [Supplement Nos. 20a, 20b, and 20c] (Akotaobi)
      - Student Immersion Program.
   b. Sportsmanship and Game Environment Working Group. [Supplement Nos. 21a and 21b] (Tompson-Wolfe)
   c. Athletics Direct Report Institute. [Supplement No. 22] (Katz)
   d. LGBTQ Working Group. [Supplement No. 23] (Katz)
   e. 360 Proof and NASPA Collaborative. [Supplement No. 24] (Eric Hartung)
   f. Graduation Rate Report. [Supplement Nos. 25a and 25b] (Hartung)
Division III Identity Initiative. [Supplement No. 26] (Adam Skaggs)

Faculty Athletics Representatives Working Group. [Supplement Nos. 27a and 27b] (Bankston)

Technology Users Group. [Supplement No. 28] (McCleary)

Feedback from conference meetings. [Supplement No. 29] (McCleary)

8. Association-wide updates and issues.
   a. Board of Governors update. [Supplement No. 30a] (Mark Emmert/Donald Remy/Jackie Campbell)
      • Commission to Combat Campus Sexual Violence. [Supplement No. 30b]
   b. Sport Science Institute updates. [Supplement No. 31] (Brian Hainline/John Parsons)
   c. Litigation update. (Naima Stevenson)
   d. Governmental Relations report. [Supplement No. 32] (Information)

9. 2017 Convention logistics. (McCleary)
   a. Delegates Schedule. [Supplement No. 33]
   b. Joint PC/MC/SAAC Meeting. [Supplement No. 34]
   c. Division III Issues Forum. [Supplement No. 35]
   d. Division III Business Session. [Supplement No. 36]

10. Other business and open forum. (all)
    • Acknowledgement of departing Council members. [Ranieri]

11. Adjournment.
Nnenna Akotaobi
Senior Woman Administrator
Swarthmore College [Centennial Conference]
500 College Avenue
Swarthmore, Pennsylvania 19081
Phone: 610/328-8222
FAX: 610/328-7798
Email: nnenna@swarthmore.edu
Assistant: Sharon Green
Phone: 610/328-8218
Email: sgreen1@swarthmore.edu
Term Expiration: January 2018

Stevie Baker-Watson
Associate Vice President for Campus Wellness
and Director of Athletics
DePauw University (North Coast Athletic Conference)
Lilly Center
702 South College Avenue
Greencastle, IN 46135
Phone: 765/658-6075
FAX: 765/658-4964
Cell Phone: 630/292-4009
Email: StevieBaker-Watson@depauw.edu
Assistant: Asaundra Pickett
Phone: 765/658-4934
Email: asaundrapickett@depauw.edu
Term Expiration: January 2019

Brad Bankston
Commissioner
Old Dominion Athletic Conference
P.O. Box 2604
Forest, Virginia 24551
Phone: 540/537-5943
FAX: 540/389-6196
Email: brad@odaconline.com
Term Expiration: January 2020

Gail Cummings-Danson
Director of Athletics
Skidmore College [Liberty League]
815 North Broadway
Saratoga Springs, N.Y. 12866
Overnight Address:
97 Gloucester Street
Clifton Park, NY 12065
Phone: 518/580-5370
FAX: 518/580-5395
Email: gcumming@skidmore.edu
Assistant: Sharon Shearman
Email: sshearman@skidmore.edu
Term Expiration: January 2019

Robert Davis, Jr.
Athletic Direct Report/Chief of Staff
University of Scranton [Landmark Conference]
800 Linden Street
Scranton Hall
Scranton, PA 18510
Phone: 570/941-7500
FAX: 570/941-5960
Email: robert.davis@scranton.edu
Assistant: Tara Seely
Email: tara.seely@scranton.edu
Term Expiration: January 2019

Shantey Hill
Assistant Vice President, Sr. Director of Athletics
St. Joseph’s College (Long Island) [Skyline Conference]
155 West Roe Boulevard
Patachouque, N.Y. 11772
Phone: 631/687-1445
FAX: 631/447-3347
Email: shill4@sjcny.edu
Assistant: Danielle Wilson
Email: dwilson4@sjcny.edu
Term Expiration: January 2019
R. Brit Katz [Vice Chair]
Vice President and Dean of Student Life
Millsaps College [Southern Athletic Association]
1701 N. State Street
Jackson, Mississippi 39210
Phone: 601/974-1206
FAX: 601/974-1229
Cell Phone: 601/842-7064
Email: brit.katz@millsaps.edu
Assistant: Larcie Burnett [starts Wed. 9/7]
Email: burneld@millsaps.edu
Term Expiration: January 2018

Chris Kimball
President
California Lutheran University [Southern California Intercollegiate Athletic Conference]
60 West Olsen Road #1400
Thousand Oaks, California 91360
Phone: 805/493-3100
FAX: 805/493-3867
Cell Phone: 805/791-1225
Email: ckimball@callutheran.edu
Assistant: Nancy Reynard
Phone: 805/493-3100
Email: nreynard@callutheran.edu
Term Expiration: January 2019

Dennis Leighton
Associate Provost for Student Success/FAR
University of New England [Commonwealth Coast Conference]
130 Decary Hall
11 Hills Beach Road
Biddeford, Maine 04005
Phone: 207/221-4665
Email: dleighton@une.edu
Term Expiration: January 2018

Frank Millerick
Assistant Vice President/Director of Athletics
Becker College [New England Collegiate Conference]
61 Sever Street
Worcester, MA 01609
Phone: 774/354-0481
FAX: 774/354-0510
Cell Phone: 774/696-6604
Email: frank.millerick@becker.edu
Assistant: Joyce Erickson
Phone: 774/354-0463
Email: joyce.erickson@becker.edu
Term Expiration: January 2017

Chris Ragsdale
Commissioner
Heartland Collegiate Athletic Conference
205 South Madison Avenue
Greenwood, IN 46142
Phone: 317/882-8090
FAX: 317/882-8086
Cell Phone: 317/614-5273
Email: commissioner@heartlandconf.org
Term Expiration: January 2017

Tracey Ranieri [Chair]
Director of Athletics
State University of New York at Oneonta (SUNYAC)
Alumni Fieldhouse
Room 312, Ravine Parkway
Oneonta, New York 13820
Phone: 607/436-2446
FAX: 607/436-3581
Cell Phone: 607/437-0056
Email: Tracey.Ranieri@oneonta.edu
Term Expiration: January 2017

Kate Roy
Senior Woman Administrator/Associate Director of Athletics/Compliance
Lyndon State College [North Atlantic Conference]
1001 College Road
Lyndonville, Vermont 05851
Phone: 802/626-6439
FAX: 802/626-4819
Cell Phone: 207/749-7029
Email: Katherine.roy@lyndonstate.edu
Term Expiration: January 2020

Terry Small
Commissioner
New Jersey Athletic Conference
528 Alcyon Boulevard
Pitman, New Jersey 08071
Phone: 856/582-3679
FAX: 856/582-5877
Cell Phone: 609/221-1342
Email: tsmall@njacsports.com
Assistant: Michelle Serabian
Phone: 609/709-4291
Email: serabianm@gmail.com
Term Expiration: January 2017
Julie Soriero
Director of Athletics
Massachusetts Institute of Technology
[New England Men's & Women's Athletic Conference]
120 Vassar Street W 35-298
Cambridge, MA 02139
Phone: 617/253-4499
FAX: 617/253-8115
Cell Phone: 719/492-0550
Email: jsoriero@mit.edu
Assistant: Lauren Haynie
Phone: 617/253-4497
Email: haynie@mit.edu
Term Expiration: January 2017

Taryn Stromback
Student-Athlete Advisory Committee
Ohio Northern University [Ohio Athletic Conference]
214 West Lincoln Avenue, House B
Ada, Ohio 45810
Phone: 763/412-6984
Email: t-stromback@onu.edu
Term Expiration: January 2017

Karen Tompson-Wolfe
Faculty Athletic Representative
Westminster College (Missouri) [St. Louis Intercollegiate Athletic Conference]
501 Westminster Avenue
Fulton, Missouri 65251
Phone: 573/592-5304
FAX: 573/592-5995
Cell Phone: 573/424-1118
Email: Karen.TompsonWolfe@westminster-mo.edu
Assistant: Rikka Brown
Phone: 573/592-5398
Email: rikka.brown@westminster-mo.edu
Term Expiration: January 2019

Troy VanAken
President
Elmhurst College (CCIW)
190 Prospect Avenue
Elmhurst, Illinois 60126-3296
Phone: 630/617-3100
Cell Phone: 724/456-9268
Email: tvanaken@elmhurst.edu
Assistant: Donna Stalker
Email: donna.stalker@elmhurst.edu
Term Expiration: January 2018

Terry Wansart
Director of Athletics
Hunter College [CUNYAC]
695 Park Avenue
New York City, New York 10021
Phone: 212/772-4783
FAX: 212/650-3264
Cell Phone: 646/372-1087
Email: terry.wansart@hunter.cuny.edu
Assistant: Emily John-Ancrum
Phone: 212/772-4783
Email: emily.john-ancrum@hunter.cuny.edu
Term Expiration: January 2017

Greg Woods
Student-Athlete Advisory Committee
Springfield College [New England Men's & Women's Athletic Conference]
263 Alden Street
Springfield, Massachusetts 01101
Cell Phone: 860/328-5967
Email: gwoods@springfieldcollege.edu
Term Expiration: January 2017

Gerald Young
Director of Athletics
Carleton College [Minnesota Intercollegiate Athletic Conference]
One North College Street
Recreation Center
Northfield, MN 55057
Phone: 507/222-4057
FAX: 507/222-5550
Cell Phone: 507/321-0231
Email: gyoung@carleton.edu
Assistant: Linda Luedke
Email: lluedke@carleton.edu
Term Expiration: January 2018
Presidents Council

Alan Cureton [Chair]
President
University of Northwestern (Upper Midwest Conference)
3003 Snelling Avenue North
St. Paul, MN 55113
Phone: 651/631-5250
FAX: 651/631-5129
Cell Phone: 612/281-0094
Email: alancureton@unwsp.edu
Assistant: Rachel Morgan
Phone: 651/631-5249
Email: ramorgan@unwsp.edu
Term Expiration: January 2018

L. Jay Lemons [Vice Chair]
President
Susquehanna University [Landmark Conference]
514 University Avenue
Selinsgrove, PA 17815
Phone: 570/372-4130
FAX: 570/372-4040
Cell Phone: 570/556-9070
Email: lemonsj@susqu.edu
Assistant: Sharon Pope
Email: popes@susqu.edu
Term Expiration: January 2019

NCAA Staff Liaisons

Dan Dutcher
Vice-President of Division III
Email: ddutcher@ncaa.org

Louise McCleary
Director of Division III
Email: mmccleary@ncaa.org

Jay Jones
Associate Director of Division III
Email: jjones@ncaa.org

Jeff Myers
Governance Liaison
Director of Academic and Membership Affairs for Division III
Email: jmyers@ncaa.org

Sarah Otey
Governance Liaison/
Associate Director of Academic and Membership Affairs for Division III
Email: sotey@ncaa.org

Brian Burnsed
Assistant Director of Communications
Email: bburnsed@ncaa.org

Eric Hartung
Associate Director of Research for Division III
Email: ehartung@ncaa.org

Debbie Kresge
Executive Assistant of Division III
Email: dkresge@ncaa.org

Debbie Brown
Administrative Assistant for Division III
Email: dbrown@ncaa.org

US MAIL ADDRESS
NCAA
P.O. Box 6222
Indianapolis, IN 46206-6222

FEDEX ADDRESS
NCAA Distribution Center
1802 Alonzo Watford Sr. Drive
Indianapolis, IN 46202
Telephone: 317/917-NCAA (6222)
Facsimile: 317/917-6972

The National Collegiate Athletic Association
October 19, 2016

DTD/LM:dsk
<table>
<thead>
<tr>
<th>Attending</th>
<th>Dates</th>
<th>Meeting/Championship</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dec. 12-14</td>
<td>CSMAS meeting</td>
<td>Los Angeles, CA</td>
</tr>
<tr>
<td></td>
<td>Dec. 15</td>
<td>ILC Teleconference</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dec. 15</td>
<td>Convention-Planning Subcommittee teleconference</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2017</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Jan. 17-21</td>
<td>Student-Athlete Advisory Committee</td>
<td>Nashville, TN</td>
</tr>
<tr>
<td></td>
<td>January 18</td>
<td>Board of Governors Meeting</td>
<td>Nashville, TN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>January 18</td>
<td>Division III Management Council meeting</td>
<td>Nashville, TN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>January 19</td>
<td>Division III Presidents Council meeting</td>
<td>Nashville, TN</td>
</tr>
<tr>
<td></td>
<td>January 21</td>
<td>Division III Post-Convention Management Council meeting</td>
<td>Nashville, TN</td>
</tr>
<tr>
<td></td>
<td>Feb. 7</td>
<td>Nominating Committee</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>Feb. 7-8</td>
<td>Championships Committee meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>JJ/JO/KD</td>
<td>Feb. 8-9</td>
<td>Membership Committee meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>Feb. 13-14</td>
<td>Financial Aid Committee meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>Feb. 16-17</td>
<td>Interpretations and Legislation Committee (ILC)</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>March 21</td>
<td>Strategic Planning and Finance Committee (SPFC)</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>March</td>
<td>Subcommittee for Legislative Relief teleconference</td>
<td></td>
</tr>
<tr>
<td></td>
<td>April 3-9</td>
<td>Division III Week</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>April 10-11</td>
<td>Division III Management Council meeting</td>
<td>Providence, Rhode Island</td>
</tr>
<tr>
<td></td>
<td>April 19-20</td>
<td>MOIC</td>
<td>Providence, Rhode Island</td>
</tr>
<tr>
<td></td>
<td>April 20-21</td>
<td>Committee on Women’s Athletics (CWA)</td>
<td>Providence, Rhode Island</td>
</tr>
<tr>
<td>JJ/BB/LPM/JO</td>
<td>April 23-24</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>April 25-26</td>
<td>Division III Presidents Council meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>May 2-3</td>
<td>Student-Athlete Reinstatement Committee</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>May 15-17</td>
<td>Regional Rules Seminar</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>June 5-7</td>
<td>Regional Rules Seminar</td>
<td>San Diego, CA</td>
</tr>
<tr>
<td></td>
<td>June 7-9</td>
<td>CSMAS</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>June 14</td>
<td>Conference Rules Seminar – Worcester State</td>
<td>Worcester, MA</td>
</tr>
<tr>
<td>JJ/JO/KD</td>
<td>June 20-21</td>
<td>Membership Committee meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>June 21-22</td>
<td>Division III Commissioners meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>JJ/BB/LPM/JO</td>
<td>July 15-16</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>Attending</td>
<td>Dates</td>
<td>Meeting/Championship</td>
<td>Location</td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------</td>
<td>-----------------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>July 17-18</td>
<td>Division III Management Council meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>August 8</td>
<td>Division III President's Advisory Group meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>August 9</td>
<td>Division III Presidents Council meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td></td>
<td>Sept 21-22</td>
<td>ILC</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>October 16-17</td>
<td>Division III Management Council meeting</td>
<td>Indianapolis, IN</td>
</tr>
<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>October 24-25</td>
<td>Division III Presidents Council meeting</td>
<td>UCLA Campus, Indianapolis, IN</td>
</tr>
<tr>
<td>JJ/BB/LPM/JO</td>
<td>Nov. 12-13</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
</tr>
</tbody>
</table>

*Dates subject to change.

*Championships Committee teleconference
Call-in Number: 866/590-5055
Access Code: 4208076

Interpretations and Legislation Committee teleconference
Call-in Number: 866/590-5055
Access Code: 5203577

Management Council
Call-in Number: 866-434-5269
Access Code: 5128535

Membership Committee teleconference – All teleconferences are scheduled from 1 to 3 p.m. Eastern time
Call-in Number: 877/402-9757
Access Code: 4814962

Presidents Council
Call-in Number: 866/590-5055
Access Code: 9803762

NOTE: Conference Rules Seminar for 2018 will be Thursday, June 14 at York College in York, PA.
MONTHLY UPDATE // ISSUE NO. 134 // NOVEMBER 2016

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 SAAC, conference commissioners and the NADIIAA list serve. We encourage athletic directors to share this communication with their athletics 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 and information.

HIGHLIGHTS

- Hot Topics
- CoSIDA Updates
- FAR Updates
- 360 Proof Updates
- SSI Updates
- Diversity Spotlight
- Special Olympics
- AMA Updates
- Educational Information
- The NCAA Record
- Committee Updates
- Key Dates

HOT TOPICS

UPDATE: Eligibility Center's New Registration Process

Staff anticipates the redesigned Eligibility Center website to go live today (Nov. 1). As previously communicated, this new site will include an option to create a free profile page for Division III prospective student-athletes. Establishing a registration process for prospective Division III student-athletes will allow them to receive education and information on being an NCAA student-athlete during the recruiting process. Registration will also provide them with an NCAA ID prior to their enrollment at a member institution. NCAA IDs are required to use several of the free NCAA technologies (e.g. waiver requests, reinstatement requests and online compliance forms). Additional information regarding the new registration process will be provided in the coming weeks.

Woman of the Year

Congratulations Margaret Guo, the 2016 NCAA Woman of the Year! Guo is a former Massachusetts Institute of Technology (MIT) swimmer with dual degrees in electrical engineering and computer science, and biological engineering. Guo received the award October 16 at the annual awards dinner in Indianapolis. Since its inception in 1991, the Woman of the Year Award has recognized graduating female student-athletes who have distinguished themselves in athletics, academics, leadership and community service. Guo is the first MIT student, 12th swimmer and fourth Division III student-athlete to receive the award in its 26-year history. Click here for the full release, including a short video.

2017 NCAA Convention Resource Page

Please visit the 2017 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), on this page as it becomes available.

Division III Student Attendees at 2017 NCAA Convention

Do you have a student from your institution that is planning to attend the 2017 NCAA Convention? Please note that the student registration fee is $25 and students (except those students serving on the national SAAC or selected through the Division III Student Immersion Program) must register for the Convention and lodging in the same manner as all other delegates. Click here for a chart that provides a sampling of the programming the Division III staff and national Student-Athlete Advisory Committee (SAAC) believe will be beneficial to Division III students.

LGBTQ Working Group
At its October meeting, the Management Council endorsed a proposal to establish a working group to address LGBTQ issues. The working group's charge is to examine the current and potential programming, resources, and recognition of the LGBTQ community and its allies in Division III, and increase the engagement and collaboration at the institutional, conference and national levels. Possible outcomes include the examination of the current involvement and role of athletics departments related to LGBTQ resources and programming; development of a best practices resource; and collaboration with the Office of Inclusion; establish recognitions for meritorious administrators, coaches and student-athletes; and to develop programming, as needed. If you are interested in serving on this working group, please email d3identity@ncaa.org with your name, position, institution and a brief statement of why you want to serve. Staff anticipates selecting members by the end of the month.

Grad Rate Reporting

The 2016 voluntary graduation rates data collection hit an all-time high with 193 schools participating - an increase of 47 from 2015. 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 15. Questions should be directed to Eric Hartung.

CoSIDA UPDATES

Division III and D3SIDA Recognition Award

Congratulations Chris Boswell, Assistant Sports Information Director at Alfred University, on receiving the 2016 Fall Division III and D3SIDA Recognition Award! The selection committee of D3SIDA members chose Chris' video that highlighted the university's celebration of Division III Week. To view the video, click here. 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 2017 CoSIDA convention. The credit covers the CoSIDA convention registration fee, two nights in the convention hotel, travel accommodations, and two days of meal per diem ($75/day).

The NCAA 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 December 1 and closes February 15. For more details on the recognition award, click here.

FACULTY ATHLETICS REPRESENTATIVE (FAR) UPDATES

Twenty-nine (29) Division III Faculty Athletic Representatives (FARs) gathered in Indianapolis in mid-October to attend the seventh annual FAR Fellows Leadership Institute. Attendees participated in three days of relationship building, personal reflection and action planning. The group generated and prioritized a list of ways to become more effective as an FAR at the campus, conference and national levels. Click here for more details. Further information about the Institute can be found here.

360 PROOF UPDATES

The next 360 Proof learning collaborative webinar session is scheduled for Wednesday, November 30, at 1 p.m. Eastern time. The webinar will provide an opportunity to network with peer institutions and learn from national experts in the field of high-risk alcohol use prevention. An invitation to register will be circulated one week in advance of the webinar. Additional questions about 360 Proof? Email: experthelp@360proof.org.

You also are invited to book a one-on-one appointment with a 360 Proof Alcohol Prevention expert at the 2017 NCAA Convention. To schedule your session, email a request to ExpertHelp@360proof.org and include: (a) your name and institution, (b) your phone number, and (c) the topic or questions you would like to discuss.

SPORT SCIENCE INSTITUTE (SSI) UPDATES

Sexual Violence Prevention Tool Kit
The Sexual Violence Prevention Tool Kit, endorsed by higher education associations, NCAA association-wide committees and content matter experts, is now available. The publication features five major areas of commitment with checklists and implementation tools to support athletics administrators in their efforts to prevent sexual violence on their campuses. The tool kit is available here or by visiting www.ncaa.org/violenceprevention. Hard copies of the tool kit will be mailed in November to Division III conference commissioners, directors of athletics, senior woman administrators and Title IX coordinators.

NCAA CHOICES Application
The application for the 2017 NCAA CHOICES Alcohol Education Grants is now open. As part of an effort to educate students about the risks involved with the misuse of alcohol, NCAA CHOICES provides funding for NCAA member institutions and conference offices to integrate athletics into campus-wide efforts to reduce alcohol abuse. Proposals must be submitted through the NCAA Program Hub not later than 5 p.m. Eastern time February 15, 2017. For more information about NCAA CHOICES, including grant guidelines and a tutorial on writing a proposal, please visit www.ncaa.org/choices.

Online Mental Health Education Modules
This November, the Sport Science Institute will release web-based educational modules for NCAA coaches, student-athletes, and faculty athletics representatives to increase awareness for student-athlete mental health and well-being and to help promote mental wellness and resiliency in an environment that encourages and destigmatizes help-seeking for mental health disorders. Additional information, including instructions for accessing the modules, will be shared with Division III institutions upon release. For more information on the NCAA's mental health efforts, visit the SSI website at www.NCAA.org/mentalhealth.

Sport Science Institute (SSI) Workshop
Will you be attending the 2017 NCAA Convention? The Sport Science Institute welcomes you to attend its joint session with the NCAA Office of Inclusion, "Promoting a Safe, Healthy and Inclusive Athletics Community: Strategies from the NCAA Office". The workshop will be held 10 a.m. to 5 p.m. Wednesday, January 18, at the NCAA Convention in Nashville and includes topics such as substance abuse prevention, sexual violence prevention and health and safety best practices. Click here to learn more about the 2017 NCAA Convention and instructions on how to register.

DIVERSITY SPOTLIGHT INITIATIVE
The Pennsylvania State University at Abington is the recipient of the October Division III Diversity Spotlight Initiative. With a longstanding history of offering programs related to diversity and inclusion, Penn State-Abington offers a yearly event called the Diversity Leadership Retreat. The retreat provides an educational opportunity for students to grow as leaders and deepen their understanding of diversity. The activities offered vary from exploring individual and group dynamics, identity, social justice, ethics, communication, and many other topics. The purpose of the retreat is to not only learn about others but to encourage students to challenge themselves in the exploration of their own definition of diversity. Click here for the full story.

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. Each month, the program recognizes an institution or conference in regard to a diversity related event, program or initiative. All recipients receive $500 towards their next diversity initiative. To submit an initiative for consideration for October, please email Reed Fogle or Julian Jones, 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.

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, please email d3specialolympics@ncaa.org.

October Winner
SUNY Canton Hosts 2016 New York State Special Olympics Summer Games won the October Special Olympics Spotlight poll by garnering 77% (555) of the total votes! SUNY Canton will receive $500 to use for its next Special
November Nominees
Here are the stories for the November Special Olympics poll:

- Anna Maria football hosts Special Olympics teams from Seven Hills for skills clinic
- Hamline hosts unified basketball game with Special Olympics
- Wheaton College (MA) women's basketball starts season with Special Olympics of Massachusetts

Click here to vote starting Tuesday, November 1. The winner will be selected November 25, 2016.

ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)

Rule of the Month
Per Bylaw 16.3.1 (academic-based programming and services) and Bylaw 16.3.2 (support services and other programming), institutions are permitted to provide academic and other support services for student-athletes if similar services are available to students in general, or if similar services are available for segments of the student body that are not based on athletics ability.

This legislation allows specific services such as career counseling programs and services designed to protect and enhance the physical and educational well-being of student-athletes (e.g., cultural diversity programming, time management programming) to be limited to student-athletes if there are similar programs that are available to other groups of students on campus.

To determine whether a service may be provided, an institution should be able to identify and describe an academic or support service on campus that is like the service they wish to provide to student-athletes. Both services should have a similar intended benefit and provide that benefit on a comparable scale.

Finally, if the program involves sports related information and occurs outside the playing season, it would have to be open to more than one of your institution's teams to avoid being considered an impermissible athletically related activity.

2017 NCAA Convention Registration
Registration for the 2017 NCAA Convention is now open. Early registration ends December 1. Be sure to register before the fee for NCAA members increases from $325 to $450. As a reminder, for purposes of meeting Division III membership requirements outlined in Bylaw 3.2.4.15 (Convention and Regional Rules Seminar Attendance), each Division III institution is required to send a delegate who must cast a vote at the Convention business session. Failure to comply with the Convention attendance requirement will result in an institution being placed in probationary status for a three-year period.

Second Publication of Proposed Legislation
In 2013, the NCAA surveyed roughly 21,000 student-athletes regarding their substance use habits as part of an ongoing assessment conducted every four years. Excessive drinking among student-athletes is falling and they are using social drugs at lower rates than their peers on campus, but their use of prescription drugs is increasing.

Legislative Timeline
The legislative timeline for the remainder of the 2016-17 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 18-21, 2017: 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).

Staff Interpretation

Seasons of Participation -- Transfer from a non-Division III Institution (III). Date Issued: September 15, 2016. Date Published: September 28, 2016. Type: Staff Interpretation. Item Ref: 2b. The Interpretations and Legislation Committee confirmed that the Division III seasons of participation standard does not apply to a transfer student-athlete's previous participation at a non-Division III institution. The transfer student-athlete is subject to the legislation that applied to the previous institution during the term of participation. [References: NCAA Division III Bylaw 14.2.4 (criteria for determining season of eligibility) and a Staff Interpretation (3/8/2016, Item No. a), which has been archived.]

Official Interpretations

Promotional Activity Involving a Commercial Sponsor or Location (III). Date Issued: October 20, 2016. Date Published: October 20, 2016. Item Ref: 2b. Type: Official Interpretation. The Interpretations and Legislation Committee determined that student-athletes are permitted to distribute information about institutional fundraisers, even if those institutional fundraisers involve a commercial location or sponsor, as information distribution does not constitute promotion of a commercial product or service. [References: NCAA Division III Bylaws 12.5.1.1 (institutional, charitable, educational or nonprofit promotions) and 12.5.1.1.1 (promotions involving commercial locations/sponsors)]

Out-of-Season Activities as Part of a National Team Development Program (III). Date Issued: October 20, 2016. Date Published: October 20, 2016. Item Ref: 2a. Type: Official Interpretation. The Interpretations and Legislation Committee confirmed that institutional coaches who have been selected for coaching positions within an Olympic or national team development program are not permitted to identify their team as program participants to circumvent the prohibition on out-of-season athletically related activities. Program participants who are from the same institution as the coach shall have been selected in the same manner as all other program participants. [References: NCAA Division III Bylaw 17.1.5.2.2 (Olympic and national team development program)]

SAR Update

In addition to processing reinstatement requests, the student-athlete reinstatement staff also reviews season-of-participation waivers, extension of eligibility waivers, hardship waiver appeals, and hardship waivers for independent institutions. For waivers involving a student-athlete's injury or illness, institutions should 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 each individual's unique behavioral style. Applying this knowledge can develop effective team dynamics, leadership, and communication among the group.

In 2016-17, 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. To learn more about the DiSC resource, click here.

Division III Diversity Grants

Proposals are now being accepted for the Division III Diversity Grants: The Ethnic Minority and Women's Internship Grant and the Strategic Alliance Matching Grant. The internship grant provides grant funding for the salary and professional development of entry-level, administratively-focused positions. The Strategic Alliance Matching Grant likewise provides grant
funding for the salary and benefits of mid-to senior-level, administratively-focused positions in addition to funding for both professional development and technology expenses. The deadline to submit a proposal is **5 p.m. Eastern time January 30, 2017.**

**NCAA and NFL Coaches Academy**

The 2017 academy will take place Feb. 10-12, 2017 in Tampa, Florida. Current full-time position coaches, coordinators and assistant or associate head coaches at NCAA member schools are eligible to apply. During the three-day academy, the NCAA leadership development staff and National Football League Player Engagement can 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 NCAA and NFL will provide lodging, meals, and program materials. The only costs to the participants shall be travel costs and hotel incidentals. The application for the 2017 academy will open at 8 a.m. Eastern time Nov. 2, 2016. The deadline to apply is **noon Eastern time Nov. 30, 2016.** For more information, go here.

**THE NCAA RECORD**

See the latest appointments, promotions and retirements in the NCAA Record.

**COMMITTEE UPDATES**

Several committees conducted in-person meetings in October.

Committee on Sportsmanship and Ethical Conduct, October 3-4
Division III FAR Fellows Institute, October 14-16
Management Council, October 17-18
Presidents Council, October 26-27

**KEY DATES NOVEMBER THROUGH JANUARY**

<table>
<thead>
<tr>
<th>Dates</th>
<th>Meeting/Championships</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nov. 7</td>
<td>Women's Volleyball Selection Show (12:30 p.m. ET)</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Nov. 7</td>
<td>Men's Soccer Selection Show (1 p.m. ET)</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Nov. 7</td>
<td>Women's Soccer Selection Show (1:30 p.m. ET)</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Nov. 13</td>
<td>Football Selection Show (6 p.m. ET)</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Nov. 13-14</td>
<td>Student-Athlete Advisory Committee Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Nov. 14-15</td>
<td>Financial Aid Committee Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Nov. 17-19</td>
<td>Women's Volleyball Championship</td>
<td>Oshkosh, Wisconsin</td>
</tr>
<tr>
<td>Nov. 19</td>
<td>Men's and Women's Cross Country Championship</td>
<td>Louisville, Kentucky</td>
</tr>
<tr>
<td>Nov. 19-20</td>
<td>Field Hockey Championship</td>
<td>Geneva, New York</td>
</tr>
<tr>
<td>Nov. 30 - Dec. 1</td>
<td>Committee on Student-Athlete Reinstatement Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Dec. 2-3</td>
<td>Men's and Women's Soccer Championship</td>
<td>Salem, Virginia</td>
</tr>
<tr>
<td>Dec. 11-14</td>
<td>Competitive Safeguards &amp; Medical Aspects of Sport Meeting</td>
<td>Los Angeles, California</td>
</tr>
<tr>
<td>Dec. 17</td>
<td>Football Championship</td>
<td>Salem, Virginia</td>
</tr>
<tr>
<td>Jan. 17</td>
<td>Student-Athlete Advisory Committee Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 18-21</td>
<td>NCAA Convention</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 18</td>
<td>Management Council Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 19</td>
<td>Presidents Council Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
</tbody>
</table>
National Collegiate Athletic Association 700 West Washington Street, Indianapolis, IN, 46204 US
MONTHLY UPDATE // ISSUE NO. 135 // DECEMBER 2016 JANUARY 2017

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 SAAC, conference commissioners and the NADIIIAC list serve. We encourage athletic directors to share this communication with their athletics 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 and information.

HIGHLIGHTS
Hot Topics
CoSIDA Updates
FAR Updates
360 Proof Updates
SSI Updates
Diversity Spotlight
Special Olympics
AMA Updates
Educational Information
The NCAA Record
Committee Updates
Key Dates

HOT TOPICS
2017 NCAA Convention

The Question and Answer Guide for the 2017 NCAA Convention Division III Proposals and the Official Notice are now available online. The Q&A guide will be updated as additional questions arise. Please visit the 2017 Convention Resource page for all of this year's convention resources.

TES Travel Portal

With recent changes, both NCAA committee travel and championships reimbursements are now available on the Travel Expense System (TES) within Single Source Sign-On (SSO). If you do not already have access to NCAA systems through SSO, you will need to contact your institution's SSO administrator, typically your athletics director, to be granted access.

Those of you who have traveled for NCAA meetings will find the championships system to be very familiar. A list of expense reports waiting to be filed, as well as those that have been filed, will be listed on your Championship Expense Report page. In addition to filing expense reports, you'll be able to check the status of previously submitted reports (including payment information) and view any changes the travel staff may have made. Finally, requests for per diem exceptions may be filed, and you can track their status as well.

If you have any questions about the new TES system, please feel free to contact the travel department at 317-917-6757 or travel@ncaa.org.

Commission to Combat Campus Sexual Violence

To build on the work of the 2012 Think Tank and the Task Force on Sexual Assault, the NCAA's Board of Governors created a Commission to Combat Campus Sexual Violence. The Commission's charge is to examine issues and propose solutions related to what athletics departments, conferences and the Association can do to address campus sexual violence to achieve positive cultural change. Click here to review the Commission's charge in more detail.

ACTION ITEM: Division III Financial Reporting System and the Institutional Performance Program

The Division III Financial Reporting System (FRS) data is due January 15. Approximately two-thirds of Division III institutions voluntarily submitted athletics finance data via the FRS last year.
This data is important for the following reasons:

1. It forms the basis for the financial component of your institution's Division III Institutional Performance Program (IPP), a new benchmarking tool that was released in October. Click here to see the benefits of the IPP.

2. It forms the basis for the Division III Revenues and Expenses report, an annual report of Division III athletic departments' financial information. The latest report can be found here.

While all Division III, II and I institutions use the same reporting system, there may be items that do not pertain to your institution. Staff has compiled a list of the 48 reporting categories and their definitions - 19 revenue, 22 expense and seven others. Before you log into the FRS, review the list and determine the categories that pertain to your institution. When you find one that is not applicable, make a note of it, and simply move onto the next category when entering your data in the FRS. Additional information can be found here. Contact Maria DeJulio (913-387-7668) or Katrina Buell with questions.

ACTION ITEM: Division III Week

Mark your calendars - the 2017 Division III Week will be here before you know it! The week-long celebration will take place April 3-9. 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.

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 and social media platforms. Participants can self-nominate or be nominated by peers. Entries should be submitted via email to 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 not later than February 15. Click here for more details.

FACULTY ATHLETICS REPRESENTATIVE (FAR) UPDATES

At the recently concluded FARA Annual Meeting and Symposium, the assembled FARs reviewed the 2017 Division III legislative proposals and developed their final positions. To view a pdf of the positions, click here.

360 PROOF UPDATES

360 Proof at 2017 NCAA Convention

All 360 Proof users are invited to book a one-on-one appointment with a 360 Proof alcohol prevention expert at the 2017 NCAA Convention. To schedule your session, email a request to ExpertHelp@360proof.org and include:

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

SPORT SCIENCE INSTITUTE (SSI) UPDATES

Online Mental Health Education Modules

The SSI announces the release of online Mental Health Education Modules to member schools and conference offices. These interactive, educational modules for student-athletes, coaches and faculty athletics representatives are designed to help normalize and destigmatize mental health help seeking for student-athletes and complement the education recommendations.
identified in the interassociation Mental Health Best Practices. Division III members are encouraged to share this important resource with their colleagues, coaches, SAAC members and faculty athletics representatives on campus. An introductory video and the three modules can be accessed by clicking here.

**NCAA Sexual Violence Prevention Tool Kit is Now Available**

The SSI released its latest publication, Sexual Violence Prevention: An Athletics Tool Kit for a Healthy and Safe Culture, as part of its efforts to support sexual violence prevention on campuses. In partnership with the NCAA office of inclusion, the SSI engaged leading higher education organizations across the country to develop this new resource for athletics administrators to use in their efforts to create safe places for students to learn and thrive and campus communities free of sexual violence. Print copies of the tool kit have been mailed to Division III conference commissioners, directors of athletics, senior woman administrators and Title IX coordinators. To access a web version of the tool kit, click here.

**ACTION ITEM: NCAA CHOICES Alcohol Education Grant**

The application for the 2017 NCAA CHOICES Alcohol Education Grants is now open. As part of an effort to educate students about the risks involved with the misuse of alcohol, NCAA CHOICES provides funding for NCAA member institutions and conference offices to integrate athletics into campus-wide efforts to reduce alcohol abuse. Proposals must be submitted through the [NCAA Program Hub](https://www.ncaa.org/about/the-ncaa/ncaa-program-hub) not later than 5 p.m. Eastern time February 15, 2017. For more information about NCAA CHOICES, including grant guidelines and a tutorial on writing a proposal, please visit [www.ncaa.org/choices](https://www.ncaa.org/choices).

**Proposed Independent Medical Care Legislation**

The NCAA Sport Science Institute and the Committee on Competitive Safeguards and Medical Aspects of Sports recently released a white paper for Divisions II and III on independent medical care, an environment in which athletic health care providers may make medical decisions for student-athletes free of pressure or influence from non-medical factors. This document explains the origins, answers frequently asked questions and discusses the potential impact of the proposed legislation (Division III Convention Proposal No. 2017-1) on athletics health care delivery at Division II and III member schools. The Independent Medical Care White Paper can be found here.

**DIVERSITY SPOTLIGHT INITIATIVE**

The University of Wisconsin-Oshkosh is the recipient of the November Division III Diversity Spotlight Initiative. For the past four years, the University of Wisconsin-Oshkosh (UWO) has participated in Feeding America, a nationwide partnership with various organizations all aimed at the fight to end hunger. Now, Feeding America is an entire Athletic Department and student-athlete driven event. Last December, the football team, 80 other student-athletes, coaches, administrators, faculty, Lourdes Academy (a local high school), and other Oshkosh community members logged over 500 service hours and fed over 390 families from all over Wisconsin. By tackling hunger in America, they are also addressing issues of race, gender, sexual orientation, religion, and many things that define us as a people, community, and a nation. Click here for the full story.

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. Each month, the program recognizes an institution or conference in regard to a diversity related event, program or initiative. All recipients receive $500 towards their next diversity initiative. To submit an initiative for consideration for October, please email Reed Fogle or Julian Jones, 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 January 21.

**SPECIAL OLYMPICS**

**Spotlight Poll**

The NCAA Division III Special Olympics Spotlight Poll is a story-telling initiative located on [ncaa.org/D3SpecialOlympics](https://www.ncaa.org/about/the-ncaa/ncaa-program-hub). 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, please email [d3specialolympics@ncaa.org](mailto:d3specialolympics@ncaa.org).

**November Winner**

After 4,343 total votes and with only three votes separating Wheaton College (MA) women's basketball starts season with Special Olympics of Massachusetts and Hamline hosts unified basketball game with Special Olympics, both
institutions are the winners of the November Special Olympics Spotlight poll by garnering 49 percent of the total votes! Wheaton College and Hamline University will each receive $500 to use for its next Special Olympics event.

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

- Haverford Student-Athletes Volunteer at 2016 Special Olympics Fall Festival
- Commonwealth Coast Conference SAAC Spends the Day with Special Olympics
- Concordia Texas Student-Athletes Host Special Olympics Flag Football Tournament

Click [here](https://www.exacttarget.com/0a2nwcmf0gx) to vote starting Thursday, December 1. The winner will be selected January 25, 2017.

**ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)**

**Rule of the Month**

One method of certifying a 4-2-4 transfer student-athlete under the transfer exception in Bylaw 14.5.4.1-(c) is by reviewing his or her athletic and academic status at the previous four-year institution. A 4-2-4 transfer student-athlete can be immediately eligible at the new four-year institution if he or she would have been athletically and academically eligible at the time of departure from the original four-year institution. Consequently, the certifying institution should ask the first-four-year institution about the student-athlete's academic and athletic status at the time that he or she transferred from that institution to the two-year institution. (Note: the legislation was recently amended to reflect the original intent of this exception that the determination of athletically and academically eligible is to be made at the time of transfer from the original four-year institution as opposed to the time of transfer from the two-year institution to the new institution.) Below is an example of how the rule applies.

**Example:**

Claire is a 4-2-4 transfer student. After attending Bengal University (a four-year institution) for one year, she left the institution eligible and transferred to Oicat College (a two-year institution). Claire attended Oicat for one semester and finished the term ineligible there. She has now transferred to Devon Rex College.

**Outcome:**

Claire is eligible at Devon Rex College because she was eligible at Bengal University at the time she transferred to Oicat College. This is the case even though she is currently ineligible at Oicat College.

**New! Requests Self-Reports Online Training Video**

Click [here](https://www.exacttarget.com/0a2nwcmf0gx) to learn how to submit a waiver or interpretation through the RSRO system. The video can also be located on the Division III Compliance webpage in the resources area.

**AMA Interpretive Assistance**

Do you have questions? Save this [resource](https://www.exacttarget.com/0a2nwcmf0gx) for a quick reference on where and how to seek assistance with interpretive issues or waiver requests from the Division III AMA staff.

**Official Interpretation -- Employment and Endorsement of Recruiting or Scouting Service (III)**

Date Published: November 17, 2016. The Interpretations and Legislation Committee confirmed that an athletics department staff member may not be employed (either on a salaried or volunteer basis) in any capacity by a recruiting or scouting service. Additionally, athletics department staff members may not directly promote or endorse a recruiting or scouting service. [References: NCAA Division III Bylaws 13.02.12 (recruiting or scouting service), 13.10.2.1 (evaluations for media, recruiting services) and 13.12.2.4.1 (camp/clinic providing recruiting or scouting service)].

**Official Interpretation -- Transfer Following Nonparticipation at an NCAA Division I or II Institution**

Date Published: November 17, 2016. The Interpretations and Legislation Committee confirmed that transfer student-athletes who were Division I or II nonqualifiers only due to the lack of an Eligibility Center certification are eligible to use the four-year college transfer exception for student-athletes who have never practiced or competed in intercollegiate athletics. [References: NCAA Division III Bylaws 14.5.5 (four-year college transfers), 14.5.5.1 (general rule), and 14.5.5.1.1 (exception)].

**Official Interpretation -- Use of Season of Participation (III)**
Date Published: November 17, 2016. The Interpretations and Legislation Committee determined that for a student-athlete to satisfy the early graduation exception to the full-time enrollment requirement and remain eligible for the remainder of the playing season without being enrolled full time, the student-athlete must have graduated (or completed degree requirements for graduation) in less than four consecutive years from initial full-time collegiate enrollment and have been charged with a season of participation for that year prior to the completion of degree requirements.

The early graduation exception applies as follows:

a) A basketball student-athlete completes degree requirements for graduation at the conclusion of the fall semester in less than four consecutive years. She was charged with a season of participation prior to the completion of the fall semester. This student-athlete satisfies the early graduation exception and would be permitted to continue participation for the remainder of the basketball season without being enrolled.

b) A tennis student-athlete completes degree requirements for graduation at the conclusion of the fall semester in less than four consecutive years. He was charged a season of participation during the fall semester. This student-athlete satisfies the early graduation exception and would be permitted to participate for the remainder of the tennis season without being enrolled.

c) A baseball student-athlete completes degree requirements for graduation at the conclusion of the fall semester in less than four consecutive years. He was not charged with the use of a season for participation in the nontraditional segment. This student-athlete would not satisfy the early graduation exception and would need to be enrolled full-time at his institution in the spring to participate with and compete on the institution's baseball team.

d) A softball student-athlete completes degree requirements for graduation at the conclusion of the winter quarter. She started practice for the softball traditional segment but was not charged with a season of participation prior to the conclusion of the winter quarter. This student-athlete would not satisfy the early graduation exception and would have to enroll full time in the spring quarter to continue participation.

[Note: If a student-athlete does not satisfy the early graduation exception, the student-athlete may still be eligible to participate while not enrolled if another exception applies. Specifically, if a post season event (e.g., NCAA championship, NAIA championship, NCCAA championship) occurs within 60 days of the end of the semester or quarter in which degree work is completed then the student-athlete would remain eligible for the remainder of the season.] [References: Bylaws 14.1.8.1.6.7 (eligibility after completion of degree requirements), 14.2.4.1 (minimum amount of participation), NCAA Proposal No. NC-2009-1, NCAA Division III Presidents Council, NCAA Division III Management Council Summary of Actions Fall 2007, and official interpretation (4/15/2015, Item Ref: 2-b, which has been archived)]

SAR Update
For eligibility extension waivers involving financial hardship, a specific event leading to the financial hardship must be identified and substantiated. Declaration of bankruptcy does not satisfy the specific-event requirement of the legislation, but may serve as evidence of a specific event, which must be beyond the control of the student-athlete and the person on whom the student-athlete is financially dependent. The specific-event requirement is not satisfied if the event is not in close proximity to the academic year being asserted as a denied participation opportunity. The specific event must have a direct nexus to the financial hardship. The specific-event requirement cannot be satisfied by situations that gradually develop over time into an undocumented financial hardship. Absent extenuating circumstances, the specific-event requirement is not satisfied in situations where a student-athlete initially attends an institution and subsequently discovers that the cost of attendance at the institution is beyond his or her financial means.

EDUCATIONAL INFORMATION
NCAA Hosts Common Ground II
As a follow-up to a 2014 think-tank event, the NCAA hosted Common Ground II on November 2-3. This program brought together administrators from faith-based institutions and administrators of faith to engage in dialogue with allies and members of the LGBTQ community. Goals of the think-tank event were to build relationships across differences of sexual orientation, gender identity and religious faith, and to identify policies and best practices for athletics departments that enable students, coaches, administrators and other staff of all sexual orientations, gender identities and religious perspectives to participate fully and openly in a climate of respect and inclusion. The focus was to find common ground, while acknowledging and
respecting the different perspectives each brought to the topic of religion and LGBTQ inclusion in athletics. For more information on Common Ground II, click here for the press release.

Division III Diversity Grants

Proposals are now being accepted for the Division III Diversity Grants: The Ethnic Minority and Women's Internship Grant and the Strategic Alliance Matching Grant. The internship grant provides grant funding for the salary and professional development of entry-level, administratively-focused positions. The Strategic Alliance Matching Grant like-wise provides grant funding for the salary and benefits of mid-to senior-level, administratively-focused positions in addition to funding for both professional development and technology expenses. The deadline to submit a proposal is 5 p.m. Eastern time January 30, 2017.

NCAA Student-Athlete Leadership Forum

The annual NCAA Student-Athlete Leadership Forum took place Nov. 10-13 in Baltimore, with more than 300 student-athletes, coaches and administrators from all divisions in attendance. Division III was represented by member schools from Region I, which includes Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, Rhode Island and Vermont. 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, a thorough understanding of the NCAA as a whole, the different divisional perspectives, and the valuable role of Student-Athlete Advisory Committees (SAAC). Read about the impactful experience for two Drew University student-athletes and two student-athletes from Wheelock College. The next forum will take place in November 2017, and the Division III schools eligible to nominate participants will be from Region 2, which encompasses New York and Pennsylvania.

THE NCAA RECORD

See the latest appointments, promotions and retirements in the NCAA Record.

COMMITTEE UPDATES

Several committees conducted in-person meetings in late October and November.

- Presidents Council, October 26-27
- Strategic Planning and Finance Committee, November 10
- Financial Aid Committee, November 14-15
- Student-Athlete Advisory Committee, November 15-16

KEY DATES FOR DECEMBER THROUGH FEBRUARY

<table>
<thead>
<tr>
<th>Dates</th>
<th>Meeting/Championships</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec. 2-3</td>
<td>Men's and Women's Soccer Championship</td>
<td>Salem, Virginia</td>
</tr>
<tr>
<td>Dec. 11-14</td>
<td>Competitive Safeguards &amp; Medical Aspects of Sport Meeting</td>
<td>Los Angeles, California</td>
</tr>
<tr>
<td>Dec. 17</td>
<td>Football Championship</td>
<td>Salem, Virginia</td>
</tr>
<tr>
<td>Jan. 17</td>
<td>Student-Athlete Advisory Committee Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 18-21</td>
<td>NCAA Convention</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 18</td>
<td>Management Council Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 19</td>
<td>Presidents Council Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Jan. 21</td>
<td>Post-Convention Management Council Meeting</td>
<td>Nashville, Tennessee</td>
</tr>
<tr>
<td>Feb. 7</td>
<td>Nominating Committee Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Feb. 7-8</td>
<td>Championships Committee Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Feb. 8-9</td>
<td>Membership Committee Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
<tr>
<td>Feb. 13-14</td>
<td>Financial Aid Committee Meeting</td>
<td>Indianapolis, Indiana</td>
</tr>
</tbody>
</table>
NCAA DIVISION III
PRESIDENTS AND MANAGEMENT COUNCILS
SUMMARY OF FALL 2016 QUARTERLY MEETINGS

KEY ACTION/DISCUSSION ITEMS:

2017 Convention Legislation.................................................................Page Nos. 16-20
LGBTQ Initiative..................................................................................Page No. 23
Faculty Athletics Representative Working Group.................................Page No. 24
Board of Governors Update.................................................................Page No. 25
## Division III Management Council
### October 17-18, 2016
### Indianapolis, IN

<table>
<thead>
<tr>
<th>ATTENDEES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nnenna Akotaobi, Swarthmore College</td>
<td></td>
</tr>
<tr>
<td>Stevie Baker-Watson, DePauw University</td>
<td></td>
</tr>
<tr>
<td>Brad Bankston, Old Dominion Athletic Conference</td>
<td></td>
</tr>
<tr>
<td>Gail Cummings-Danson, Skidmore College</td>
<td></td>
</tr>
<tr>
<td>Robert Davis, Jr., University of Scranton</td>
<td></td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph’s College</td>
<td></td>
</tr>
<tr>
<td>Brit Katz, Millsaps College, vice chair</td>
<td></td>
</tr>
<tr>
<td>Chris Kimball, California Lutheran University</td>
<td></td>
</tr>
<tr>
<td>Dennis Leighton, University of New England, Frank Millerick, Becker College</td>
<td></td>
</tr>
<tr>
<td>Chris Ragsdale, Heartland Collegiate Athletic Conference</td>
<td></td>
</tr>
<tr>
<td>Tracey Ranieri, State University College at Oneonta, chair</td>
<td></td>
</tr>
<tr>
<td>Kate Roy, Lyndon State College</td>
<td></td>
</tr>
<tr>
<td>Terry Small, New Jersey Athletic Conference</td>
<td></td>
</tr>
<tr>
<td>Julie Soriero, Massachusetts Institute of Technology</td>
<td></td>
</tr>
<tr>
<td>Karen Tompsoon-Wolfe, Westminster College (Missouri)</td>
<td></td>
</tr>
<tr>
<td>Troy Van Aken, Thiel College</td>
<td></td>
</tr>
<tr>
<td>Terry Wansart, Hunter College</td>
<td></td>
</tr>
<tr>
<td>Greg Woods, Springfield College</td>
<td></td>
</tr>
<tr>
<td>Gerald Young, Carleton College</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ABSENTEES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Taryn Stromback, Ohio Northern University</td>
<td></td>
</tr>
</tbody>
</table>

## Division III Presidents Council
### October 26-27, 2016
### Indianapolis, IN

<table>
<thead>
<tr>
<th>ATTENDEES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Teresa Amott, Knox College</td>
<td></td>
</tr>
<tr>
<td>Alan Cureton, University of Northwestern, chair</td>
<td></td>
</tr>
<tr>
<td>Jeff Docking, Adrian College</td>
<td></td>
</tr>
<tr>
<td>Margaret Drugovich, Hartwick College</td>
<td></td>
</tr>
<tr>
<td>Thomas Foley, Mount Aloysius College</td>
<td></td>
</tr>
<tr>
<td>William Fritz, College of Staten Island</td>
<td></td>
</tr>
<tr>
<td>Sue Henderson, New Jersey City University</td>
<td></td>
</tr>
<tr>
<td>Sharon Hirsh, Rosemont College</td>
<td></td>
</tr>
<tr>
<td>Rob Huntington, Heidelberg University</td>
<td></td>
</tr>
<tr>
<td>Brit Katz, Millsaps College, MC vice chair</td>
<td></td>
</tr>
<tr>
<td>L. Jay Lemons, Susquehanna University, vice chair</td>
<td></td>
</tr>
<tr>
<td>Lex McMillan, Albright College</td>
<td></td>
</tr>
<tr>
<td>Tori Murden McClure, Spalding University</td>
<td></td>
</tr>
<tr>
<td>Elsa Nunez, Eastern Connecticut State University</td>
<td></td>
</tr>
<tr>
<td>Zorica Pantic, Wentworth Institute of Technology</td>
<td></td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta, MC chair</td>
<td></td>
</tr>
<tr>
<td>Matthew Shank, Marymount University</td>
<td></td>
</tr>
<tr>
<td>Dennis Shields, University of Wisconsin, Platteville</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ABSENTEES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tori Haring-Smith, Washington and Jefferson College</td>
<td></td>
</tr>
<tr>
<td>Dave Wolk, Castleton University</td>
<td></td>
</tr>
</tbody>
</table>

## OTHER PARTICIPANTS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Brian Burns, NCAA</td>
<td></td>
</tr>
<tr>
<td>Azure Davey, NCAA</td>
<td></td>
</tr>
<tr>
<td>Dan Dutcher, NCAA</td>
<td></td>
</tr>
<tr>
<td>Mark Emmert, NCAA</td>
<td></td>
</tr>
<tr>
<td>Reed Fogle, NCAA</td>
<td></td>
</tr>
<tr>
<td>Brian Hainline, NCAA</td>
<td></td>
</tr>
<tr>
<td>Ty Halpin, NCAA</td>
<td></td>
</tr>
<tr>
<td>Eric Hartung, NCAA</td>
<td></td>
</tr>
<tr>
<td>Jay Jones, NCAA</td>
<td></td>
</tr>
<tr>
<td>Debbie Kresge, NCAA, recording secretary</td>
<td></td>
</tr>
<tr>
<td>Louise McCleary, NCAA</td>
<td></td>
</tr>
<tr>
<td>Jeff Myers, NCAA</td>
<td></td>
</tr>
<tr>
<td>Jeff O’Barr, NCAA</td>
<td></td>
</tr>
<tr>
<td>Sarah Otey, NCAA</td>
<td></td>
</tr>
<tr>
<td>Dave Schnase, NCAA</td>
<td></td>
</tr>
<tr>
<td>Adam Skaggs, NCAA</td>
<td></td>
</tr>
<tr>
<td>Naima Stevenson, NCAA</td>
<td></td>
</tr>
<tr>
<td>Cari Van Senus, NCAA</td>
<td></td>
</tr>
</tbody>
</table>

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Jackie Campbell, NCAA</td>
<td></td>
</tr>
<tr>
<td>Catherine Corcoran, Cabrini College, Pathway</td>
<td></td>
</tr>
<tr>
<td>Dan Dutcher, NCAA</td>
<td></td>
</tr>
<tr>
<td>Mark Emmert, NCAA</td>
<td></td>
</tr>
<tr>
<td>Reed Fogle, NCAA</td>
<td></td>
</tr>
<tr>
<td>Eric Hartung, NCAA</td>
<td></td>
</tr>
<tr>
<td>Jay Jones, NCAA</td>
<td></td>
</tr>
<tr>
<td>Debbie Kresge, NCAA, recording secretary</td>
<td></td>
</tr>
<tr>
<td>Michelle Manning, Ithaca College, Pathway</td>
<td></td>
</tr>
<tr>
<td>Louise McCleary, NCAA</td>
<td></td>
</tr>
<tr>
<td>Jeff Myers, NCAA</td>
<td></td>
</tr>
<tr>
<td>Jeff O’Barr, NCAA</td>
<td></td>
</tr>
<tr>
<td>Sarah Otey, NCAA</td>
<td></td>
</tr>
<tr>
<td>John Parsons, NCAA</td>
<td></td>
</tr>
<tr>
<td>Bud Peterson, Board of Governors chair</td>
<td></td>
</tr>
<tr>
<td>Donald Remy, NCAA</td>
<td></td>
</tr>
<tr>
<td>Amy Schwab, NCAA</td>
<td></td>
</tr>
<tr>
<td>Adam Skaggs, NCAA</td>
<td></td>
</tr>
</tbody>
</table>
1. **WELCOME AND ANNOUNCEMENTS.**

   October 17-18 Management Council. The meeting was called to order at 8:03 a.m. October 17 and 8 a.m. October 18, by the chair, Tracey Ranieri. The chair welcomed the Council and reviewed the agenda.

   October 26-27 Presidents Council. The meeting was called to order at 6:23 p.m., October 26 and 9:14 a.m., October 27, by the chair, President Alan Cureton. The chair welcomed the Council and the Pathway participants.

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

   a. **Management Council Meetings – July 18-19, 2016.**


      Presidents Council. No action necessary.

   b. **Presidents Council Meeting – August 3-4, 2016.**

      Management Council. No action necessary.

      Presidents Council. The Presidents Council approved the summary of its August 3-4, 2016, meetings.

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

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

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

      (a) **2017 NCAA Convention - Educational Session Topics.**

      Management Council. The Council approved the following Division III educational session topics for the 2017 Convention:
Summary of Fall 2016 Summary of Actions
Page No. 4

i. The Role of the Senior Woman Administrator.
iii. Developing Departmental Handbooks that Integrate Policy and Philosophy and Establish Expectations Around Program Culture and Success.

Presidents Council. No action was necessary.

(b) Division III Governance Related Sessions.

Management Council. The Council reviewed the subcommittee’s report noting the following governance-related sessions for the 2017 Convention:

i. Athletics Direct Report Institute. This session is closed (by nomination only). The selection committee chose 42 athletics direct reports. The Institute will take place Wednesday, January 18, from 2 to 5:30 p.m. and Thursday, January 19, from 8 a.m. to 4 p.m.

ii. Division III Student Immersion Program. Forty-four applicants were selected to attend by the Diversity and Inclusion Working Group. This program will begin Wednesday, January 18, from 3 to 5 p.m. and conclude with a debrief session Saturday, January 21, from 11 a.m. to noon.

iii. Chancellors/Presidents Programming.
   - Presidents and Chancellors Engagement Programming. This session is open to all chancellors and presidents in Divisions I, II and III and will take place Thursday, January 19, from 8 to 9:30 a.m. All presidents and chancellors within their first 12 months of their presidency will receive a $200 honorarium.
   - Presidents and Chancellors Forum and Luncheon. This session is open to all Division III presidents and chancellors and will take place Thursday, January 19, from 11:30 a.m. to 1 p.m.

iv. Student-Athlete Advisory Committee (SAAC) Programming.
   - Special Olympics Unified Sports Activity. This activity is scheduled for Thursday, January 19, from 1 to 2:15 p.m. and will be open to all Convention attendees. Depending on the room size, the activity will be either basketball, soccer or flag football.
   - Programming for Student-Athletes. SAAC has identified several sessions that will be beneficial to Division III student-attendees.

v. Issues Forum.
   - Discussion and Q & A session: The subcommittee reviewed and confirmed the discussion topics below:
vi. **Business Session.**

The subcommittee endorsed the following format:

- **8 to 8:15 a.m.** Welcome.
- **8:15 to 8:30 a.m.** Diversity and Inclusion Working Group update (hiring best practices resource and presidential diversity pledge.)
- **8:30 to 11 a.m.** Voting on 2017 Legislative Proposals.

Presidents Council. No action was necessary.

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

Management Council. The Council reviewed the division’s budget report as of September 30, 2016. The Council noted a $4 million surplus due to higher than budgeted revenue from the Final Four and College World Series, as well as lower fuel costs. No action was necessary.

Presidents Council. No action was necessary.

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

Management Council. The Council reviewed the subcommittee’s report from its July 26 teleconference. No action was necessary.

Presidents Council. No action was necessary.

**Management Council Subcommittees.**

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

- **Approval of NCAA Division III Management Council Subcommittee for Legislative Relief Policies and Procedures.**

  Management Council. The Council approved an amendment to subcommittee’s policies and procedures. Specifically, the subcommittee added a provision allowing the chair to vote when the chair’s vote is necessary to take formal action.

  Presidents Council. No action was necessary.
(2) Playing and Practice Seasons Subcommittee.

- Baseball Survey Summary.

Management Council. The subcommittee shared feedback from a survey distributed by the Division III Baseball Committee regarding the concept of an optional two period model for baseball. The baseball committee reviewed the survey results and elected to solicit additional feedback from the baseball coaches association at its Convention in January. The baseball committee agreed that such an approach would be appropriate based on the fact that the membership-sponsored proposal to establish an optional two period model did not receive appropriate co-sponsorship and will not be voted on at the 2017 NCAA Convention. The subcommittee agreed to delay additional conversation on this topic, pending feedback from the baseball committee following the coaches association convention.

Presidents Council. No action was necessary.

c. Division III Committees.

(1) Championships Committee.

(a) Committee Chair.

Management Council. The Council approved the committee’s recommendation that Corey Borchardt, commissioner of the Upper Midwest Athletic Conference, serve as chair of the Division III Championships Committee.

Presidents Council. No action was necessary.

(b) Charter Flight Travel.

Management Council. The Council approved the committee’s recommendation that the cost for charter flight transportation be fixed at a maximum of $350 per one-way ticket for all team sports.

The committee evaluated the favorable results of the 2015-16 pilot program (i.e., no budget impact) and agreed to implement the program on a more permanent basis. During the pilot program, participating institutions purchased more seats at the fixed rate than they otherwise would, thereby limiting any concern about a potential budget impact. The committee supports the program for all team sports and will continue to evaluate the program on an annual basis.

Presidents Council. No action was necessary.
(c) Recap of the Meeting with Sport Committee Chairs.

Management Council. The Council noted the sport chairs discussed the strength of victory as a possible addition to selection criteria and agreed to explore it further. NCAA staff will compile data to demonstrate strength of victory as part of the total selection data. The committee noted several questions for consideration as the concept is evaluated:

- How does the criterion impact the evaluation of strength of schedule?
- Should there be consideration of a comparable criterion for degree of loss?
- Will the criterion impact scheduling in a negative way (i.e., encourage more out of region play)?
- To what extent will the swing in an opponent’s results throughout the season impact the data (e.g., a team that starts out strong, but finishes with a significant losing streak)?

Presidents Council. No action was necessary.

(d) Championships Committee Budget Recap and Future Planning.

Management Council. The Council received an update on the committee’s review of a budget-to-actuals championships report by sport (committee expense, game expense, team per diem, and team travel); a summary of projected revenue and expenses for Division III; and the results of the 2015-16 pilot program to establish a fixed cost for charter seat air travel for additional members of team travel parties.

In addition, the sport chairs discussed areas for future budget support and emphasized priority for: (1) continued bracket expansion based on the legislated access ratio; (2) increased travel party size for team sports; (3) reimbursement for local ground transportation for schools that travel by air; a day of rest in between rounds at the finals site for team sports; (4) increased officials’ fees; and (5) sport-specific requests.

Presidents Council. No action was necessary.

(e) Sports Committee Recommendations.

i. Regional start date.

Management Council. The sport chairs approved regional tournaments to begin Thursday and end Sunday (Monday, if necessary), effective with the 2017 championship. Currently, there is limited turnaround time between the team selection announcement at midnight on Monday to the start of team practices on Tuesday. This change allows for more time to secure travel and remain on campus. Six-team regionals will end Sunday and eight-team regionals will end no later than Monday (dependent on if necessary game; impact limited to two teams).

Presidents Council. No action was necessary.
ii. **Baseball Committee’s report.**

**Management Council.** The Council noted the committee’s concerns in the baseball committee’s report: (1) if the baseball committee pursues the application of a strength-of-schedule multiplier, such a multiplier must be submitted to the committee for approval prior to implementation; (2) the super-regional championship format will be implemented for the 2019 championship (versus the 2018 championship) due to the scheduling limitations of the 2018 championship venue; and (3) the committee reiterated that only those student-athletes eligible to compete as part of the squad size (25 individuals) may be dressed in uniform in the dugout.

**Presidents Council.** No action was necessary.

<table>
<thead>
<tr>
<th>Staff Liaisons:</th>
<th>Elworth, Cooper</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Rep:</td>
<td>Young</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff Liaisons:</th>
<th>Hartung, Otey</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Rep:</td>
<td>Wansart</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staff Liaison:</th>
<th>Walters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Reps:</td>
<td>Pantic, Roy</td>
</tr>
</tbody>
</table>

(2) **Committee on Infractions.**

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

**Presidents Council.** No action was necessary.

(3) **Financial Aid Committee.**

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

**Presidents Council.** No action was necessary.

(4) **Infractions Appeals Committee.**

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

**Presidents Council.** No action was necessary.

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

(a) **Incorporation of Official Interpretation – Reservation of Facility During Summer by Certified Strength and Conditioning Coach (III) – Bylaw 17.02.1.1.1.**

**Management Council.** The Council approved the incorporation of the following official interpretation:

**Reservation of Facility During Summer by Certified Strength and Conditioning Coach (III).** The Interpretations and Legislation Committee confirmed that, outside the playing and practice season, an institution’s certified strength and conditional coach may only reserve an athletics
facility for voluntary workouts that he or she will conduct. Because a certified strength and conditioning coach is only permitted to conduct voluntary workouts during the academic year, the certified strength and conditioning coach may not reserve an athletics facility during the summer. A student-athlete, however, may access a weight room designated exclusively for student-athletes at any time, including during the summer.

[References: NCAA Division III Bylaw 17.02.1.1.1 (exceptions)]

The committee issued the interpretation to provide guidance clarifying the distinction between out-of-season use of a student-athlete only weight room and out-of-season facility reservation by a certified strength and conditioning coach. Incorporating this interpretation serves to further reduce confusion by clearly setting forth in the manual how strength and conditioning facilities may be reserved.

Presidents Council. No action was necessary.


Management Council. The Council forwarded to the Presidents Council a recommendation to designate that votes for all proposals at the 2017 Convention be taken using the roll-call method, regardless of the proposal’s grouping (President Council or general) and approve the voting order and groupings. [See Page No. 20; Item b]

While the Presidents Council is responsible for establishing the order of proposal voting as well as the method for conducting those votes, the Interpretations and Legislation Committee conducts an initial review and makes a recommendation on both issues. Since the electronic voting units and technology permit the recording of all votes in an expeditious manner, the committee agreed that votes for all proposals (presidential and general groupings) should be taken using the roll-call method, as it provides transparency for the membership.

Presidents Council. The Presidents Council approved the Management Council’s recommendation.

(c) Approval of Official Interpretation – Seasons of Participation – Transfer from a non-Division III Institution (III).

Management Council. The Council approved the following official interpretation:

Seasons of Participation – Transfer from a non-Division III Institution (III). The Interpretations and Legislation Committee confirmed that the Division III seasons of participation standard does not apply to a transfer student-athlete’s previous participation at a non-Division III institution. The transfer student-athlete is subject to the legislation that applied to the previous institution during the term of participation.
During its September 2016 meeting, the Interpretations and Legislation Committee reviewed a staff interpretation [Reference: 3/8/2016, Item No. a] that clarifies that a student-athlete is subject to the season of participation legislation at the institution the student-athlete attended during a given term of participation. Thus, a student-athlete who practiced but did not compete at a Division I or II institution would not be retroactively charged with a season of participation upon transfer to a Division III institution. The committee agreed that elevating the existing staff interpretation to an official interpretation would help ensure that the membership understands the application of this interpretation.

(d) **Review Authority to Sponsor Amendments to Dominant Provisions.**

Management Council. The Council noted the committee reviewed the issue of whether a Division III membership entity (conference or institution) has the authority to sponsor an amendment to a dominant provision. Following examination of constitutional provisions, legislative history and convention proceedings, the committee agreed that an amendment to a dominant provision may only be sponsored by the NCAA Board of Governors.

Presidents Council. No action was necessary.

(e) **Academic Misconduct Update.**

Management Council. The Council received an update about the recently adopted academic misconduct legislation in Division I. The Council requested ILC seek input on this topic from the Student-Athlete Advisory Committee (SAAC), the Committee on Infractions and chancellors and presidents of Division III institutions. This information should be presented to the Faculty Athletics Representatives Association (FARA). After a review by ILC, a possible 2018 legislative proposal should be brought back to Management Council at its April 2017, meeting.

Presidents Council. No action was necessary.

(f) **Celebratory Signing.**

Management Council. The Council noted the committee discussed whether the limitations that apply to signing events for the standard, non-binding celebratory signing form should also apply if the prospective student-athlete is signing a general pre-enrollment form. Prospective student-athletes may not sign the celebratory signing form on the institution’s campus or in the presence of institutional staff members. There are
no such limitations if the prospective student-athlete is signing the institution’s pre-enrollment forms used for prospective students in general. The only limitation is that a staff member may not be present if media is present. The committee agreed that recommending additional restrictions to apply to signings of general pre-enrollment forms is not necessary, but acknowledged the potential for confusion and recommended additional education be provided.

Presidents Council. No action was necessary.

(6) Membership Committee.

(a) Optional Provisional/Reclassification Campus Visit Timelines.

Management Council. The Council noted the committee’s discussion of the appropriate timeline for provisional/reclassifying institution campus visits. Staff provided three timeline options developed by the Membership Process Working Group. The working group explained that transitioning from an education-based timeline to an evaluative timeline provides the committee with flexibility to assist potential participants in assessing their readiness to participate in the process.

After deliberating, the committee voted that option three, a hybrid timeline, is the best option for future institutions that progress through the process. In the hybrid timeline, each institution is evaluated on an individual basis to determine whether its campus visit should be conducted during provisional year one or the exploratory year. All other elements of the timeline, including the program application date, remain the same. NCAA staff noted that the committee’s decision does not require a legislative change and will be reflected in the committee policies and procedures.

Presidents Council. No action was necessary.

(b) Trinity Washington University.

Management Council. The Council noted that for 2016-17, Trinity Washington University was placed on restricted membership status for failure to meet sports-sponsorship requirements. Trinity Washington joins Rust College as restricted members for the 2016-17 academic year.

Presidents Council. No action was necessary.

(c) NCAA International Pilot Program.

Management Council. The Council heard an update related to the NCAA International Pilot Program for NCAA membership. The history of the pilot, which began in 2007, permits each division to autonomously allow membership from institutions in Canada and Mexico. It is incumbent on each division to first adopt enabling legislation if there is interest in admitting international members. Division II is currently the only division that
has legislation permitting international members, and is the only division with an international member.

The Council affirmed that each division should maintain its autonomy to govern international membership in the NCAA. Further, it noted that if an international school was interested in Division III membership, there is an established two-step process. This process first requires the Division III membership, in its entirety, to adopt enabling legislation to permit applications from international institutions. If approved by the membership, international institutions then would be required to participate in the division’s provisional membership process.

Presidents Council. No action was necessary.

(7) Nominating Committee.

(a) Governance Committee Reappointments.

Management Council. The Council approved the following committee reappointments:

- Division III Financial Aid Committee – Richard Dunsworth, president, University of the Ozarks (Arkansas), two-year term. Ronald Noborikawa, senior associate director of financial aid, Pacific Lutheran University (four-year term).
- Division III Student-Athlete Reinstatement Committee – Brian Williams, associate director of athletics, State University of New York at New Paltz (four-year term).

Presidents Council. No action was necessary.

(b) Governance Committee Appointments.

Management Council. The Council approved the following committee appointments:

- Division III Financial Aid Committee – Steve Taylor, vice president of Student Life, Concordia University, Wisconsin.
- Division III Committee on Infractions – Christopher Bledsoe, assistant vice president of student affairs/director of athletics, New York University.
- Division III Interpretations and Legislation Committee – Alexandra Fox, assistant director of athletics, Mills College.
Division III Management Council (six vacancies):
- Heather Benning, executive director, Midwest Conference.
- Laura Mooney, director of athletics, Massachusetts College of Liberal Arts.
- Kandis Schram, director of athletics/head volleyball coach, Maryville College (Tennessee).
- Michael Vienna, director of athletics, Emory University.
- Denise Udelhofen, director of athletics, Loras College.
- Joseph Walsh, commissioner, Great Northeast Athletic Conference.

Division III Membership Committee:
- Jessica Huntly, assistant executive director, Centennial Conference.
- Kristyn King, director of athletics, Rockford University.

Division III Nominating Committee – Keri Luchowski, executive director, North Coast Athletic Conference.

Division III Student-Athlete Advisory Committee (seven vacancies):
- Great Northeast Athletic Conference – Ryan Paul Booth, Norwich University.
- Independents (immediate vacancy) – Kelsey Morrison, University of Valley Forge.
- Iowa Intercollegiate Athletic Conference – Parker Hammel, Wartburg College.
- Liberty League (immediate vacancy) – Matthew Knigge, Vassar College.
- Old Dominion Athletic Conference – Madison Brewer Burns, Randolph-Macon College.
- St. Louis Intercollegiate Athletic Conference – Christopher Pakeltis, MacMurray College.

Division III Student-Athlete Reinstatement Committee – Angela Marin, assistant director of athletics, University of Texas at Dallas.

All committee appointments are effective at the close of the January 2017 NCAA Convention, unless otherwise noted.

The Council discussed ways of diversifying committee appointments, including a possible partnership with the Pathway Program and NACWAA to build the database.

Presidents Council. No action was necessary.
### (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.

### d. Association-Wide Committees.

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

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

**Presidents Council.** No action was necessary.

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

- **RESPECT Campaign.**

  **Management Council.** Staff provided an update regarding the launch of the RESPECT campaign and the distribution of the RESPECT booklet. The booklet, video and audio public service announcements, templates for print and digital program ads and templates for in-venue signage is available for free download on the NCAA sportsmanship website.

  **Presidents Council.** No action was necessary.

#### (3) Committee on Women’s Athletics (CWA).

- **Transgender Student-Athlete/Season of Participation.**

  **Management Council.** The Council approved a recommendation from the Committee on Women’s Athletics (CWA) for NCAA Division III staff to establish waiver guidelines that would allow Division III transgender female student-athletes (transitioning from male to female) to practice during their first year of testosterone suppression without using a season of participation. The NCAA’s transgender student-athlete participation policy requires that a student-athlete who is transitioning from male to
female undergo a minimum one year of testosterone suppression before she is eligible to compete on a women’s team. Because Division III legislation requires that a student-athlete use a season of participation for practice following the first date of competition, a transgender female student-athlete does not have the opportunity to practice with the women’s team without using a season of participation. The Council recognizes that “no redshirting” is a core tenet for Division III, but determined that a student-athlete should not lose a season of participation because she is fulfilling NCAA policy requirements for transgender student-athlete participation. After staff develops the waiver guidelines, they will be presented to the Council.

**Presidents Council.** No action was necessary.

(4) **Honors Committee**

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

**Presidents Council.** No action was necessary.

(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.

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

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

**Presidents Council.** No action was necessary.

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

- **Preparation for Fall Team Sport Seasons in Field Hockey, Football, Soccer, Volleyball and Men’s Water Polo.**

**Management Council.** The Council reviewed a Memorandum that was sent to conference commissioners on August 29, 2016, regarding preparation for fall team sport seasons in field hockey, football, soccer, volleyball and men’s water polo. The memo encouraged each commissioner to review with their institutions the application of NCAA playing rules related to disruptions and/or inappropriate actions of the participants that might occur prior to or during athletics contests.

**Presidents Council.** No action was necessary.
4. **PROPOSED LEGISLATION FOR THE 2017 CONVENTION.**

a. **Review of Convention Legislation for the 2017 Convention.**

**2017 Division III Convention Proposal Positions.** The Councils reviewed responsibilities associated with Convention proposal speaking assignments and took formal positions on membership-sponsored proposals as presented below.

(1) **Proposal No. 2017-2 – Eligibility – Graduate and Postbaccalaureate Transfers.**

**Presidents Council.** The Presidents Council opposes this proposal. The Council had the following concerns: (1) Division III Philosophy Statement that focuses on intercollegiate athletics as a four-year undergraduate experience; and (2) the effects on recruiting if a Division I student-athletes transfers to a Division III institution with a year of eligibility remaining. The underlying concern is with permitting coaches to seek out students who would spend one year of their eligibility at a Division III school rather than remaining focused on recruiting students who would get the complete four-year Division III experience. The Council expressed support for the existing waiver process and a willingness to consider revised waiver criteria if necessary.

**Management Council.** The Council recommended that Presidents Council support this proposal. While the Council noted that the proposal may preferentially impact Division III institutions with the most robust graduate programs, it emphasized the importance of reviewing the proposal with primary consideration for enhanced academics and athletics opportunities for high achieving student-athletes. The Council agreed that postgraduate education is increasingly necessary in today’s job...
market and that allowing student-athletes with eligibility remaining to continue participation at any institution following completion of a baccalaureate degree allows those student-athletes to make academics and athletics choices that are in their best interests. Lastly, the Council noted that allowing post-baccalaureate participation does not conflict with the Division III philosophical tenet that promotes athletics participation as primarily a four-year, undergraduate experience.

Subcommittee for Legislative Relief. The subcommittee did not recommend a position for this proposal. Rather, the subcommittee recognized arguments both in support of and in opposition to the proposal, which included the following: (1) the proposed change would provide student-athletes an opportunity to continue their education while simultaneously pursuing athletic opportunities at other institutions; (2) the Division III Philosophy Statement focuses on intercollegiate athletics as a four-year undergraduate experience; and (3) the proposal could potentially create a competitive advantage for institutions with graduate programs.

Interpretations and Legislative Committee (ILC). The committee recommended that Management and Presidents Councils support this proposal. The committee agreed this proposal would allow student-athletes to make academics and athletics choices that are in their best interests. The committee also recognized that a student-athlete who has already earned his or her degree should not be restricted to stay at the same institution to further his or her education if they want to compete. Although recommending a position of support, the committee expressed the following concerns with the proposal: (1) lack of accountability to ensure student-athletes complete a second baccalaureate or graduate degree; (2) institutions without graduate programs may be at a disadvantage compared to institution with graduate programs; and (3) teams may use the rule as a loophole to stack rosters with talented graduate transfers.

2) Proposal No. 2017-5 – Playing and Practice Seasons – Field Hockey and Lacrosse – Preseason Joint Practice, Scrimmage or Exhibition – Exemption from Maximum Contest and Date of Competition Limitations.

Presidents Council. No action was necessary.

Management Council. The Council supports this proposal. The Council agreed that field hockey and lacrosse are similar, in nature, to soccer and women’s volleyball and should be treated accordingly. Because this proposal would create consistency between similar sports, the proposal would ease administrative and tracking burden on campuses.

Championships Committee. The committee recommended that Management Council support this proposal based on the rationale for support from the Field Hockey, Men’s Lacrosse and Women’s Lacrosse Committees.

Field Hockey. The committee recommended that Management Council support this proposal. Having more opportunities for practice competition provides a greater opportunity for success and a more positive experience for student-athletes. Fall sports have fewer opportunities to prepare than winter and spring sports. Further, field hockey is similar to both soccer and lacrosse, and consistency amongst the three sports would ease compliance burden on campus.
Men’s Lacrosse. The committee recommended that Management Council support this proposal. Men’s lacrosse is similar to soccer and should be treated in the same fashion. This proposal creates consistency between similar sports which would ease compliance burden on campus.

Women’s Lacrosse. The committee recommended that Management Council support this proposal. This proposal creates consistency between similar sports and creates opportunities for student-athletes.

Playing and Practice Seasons Subcommittee. The subcommittee recommended that Management Council support this proposal. The subcommittee agreed that field hockey and lacrosse are similar, in nature, to soccer and should be treated in the same fashion. Because this proposal would create consistency between similar sports, the proposal would ease the administrative and tracking burden on campuses.


Presidents Council. No action was necessary.

Management Council. The Council supports this proposal. The Council noted that the sports of track and field and swimming and diving are unique in that they are both individual sports with multiple disciplines and that student-athletes competing in one discipline may require a training/rest cycle that is entirely distinct from student-athletes within another discipline of the same sport. The flexibility allowed by this proposal would undoubtedly help student-athletes in these sports receive better training and attention from their coaches. The Council also noted that the proposal would establish permissive legislation; thus, any institution concerned about the monitoring burden and/or the work-life balance impact on coaches could elect to require that its track and field and swimming and diving teams apply the “day off” legislation as a team.

Championships Committee. The committee recommended that Management Council support this proposal based on the rationale for support from the Track & Field and Swimming & Diving Committees.

Track & Field. The committee recommended that Management Council support this proposal. While institutions could benefit from additional information regarding how administrators and coaches will track days off for each student-athlete, the flexibility afforded by this proposal would undoubtedly help student-athletes receive better training and attention from coaches.

Swimming & Diving. The committee recommended that Management Council support this proposal. While institutions could benefit from additional information regarding how administrators and coaches will ensure compliance with the day off legislation, this proposal would undoubtedly help student-athletes receive better training and attention from coaches.
Playing and Practice Seasons Subcommittee. The subcommittee recommended that Management Council oppose this proposal. The subcommittee noted concerns with monitoring days off for each individual student-athlete as well as concerns for the work-life balance of coaches and athletic trainers. Additionally, the subcommittee agreed that the proposal could impose additional facility and scheduling concerns at institutions where facility usage is already at a premium. Lastly, while the subcommittee acknowledged the potential physiological and training benefits associated with allowing the day off to apply to each individual student-athlete, the subcommittee agreed that those benefits would apply across all sports and should not be isolated to the two sports identified in the proposal.


Presidents Council. No action was necessary.

Management Council. The Council supports this proposal. The Council agreed that the current legislation is difficult to interpret and oftentimes draws arbitrary distinctions between two similar events involving prospective student-athletes. Current legislation also burdens institutions to vet outside organizations prior to renting out institutional facilities. The Council also recognized the reality that prospective student-athletes and their parents are often seeking opportunities to participate on institutional campuses for the sole purpose of establishing a recruiting relationship with that institution; the requirement in current legislation that coaches avoid recruiting conversations during these events necessitates that the conversations occur during another time, which is unnecessarily burdensome on both the coaches and the prospective student-athletes.

ILC. The committee recommended that Management Council support this proposal. The committee agreed that the current legislation burdens institutions to vet outside organizations prior to renting out institutional facilities and that many prospective student-athletes attend camps for recruiting purposes. The committee also recognized that this proposal provides more flexibility for coaches and institutions to conduct events involving prospective student-athletes.


Presidents Council. No action was necessary.

Management Council. The Council supports this proposal. The Council agreed that the window of reconsideration is unnecessary given the amount of time institutions have to prepare for the initial vote and that reconsideration votes may not accurately represent the division’s interests because some delegates depart before those votes are cast.

ILC. The committee recommended that Management Council support this proposal. The committee agreed that the window of reconsideration is unnecessary
given the amount of time institutions have to prepare for the initial vote, and that reconsideration votes may not accurately represent the division’s interests because some delegates depart before those votes are cast. However, the committee recommended that the proposals be discussed in more depth during the Issues Forum at Convention to allow institutions additional time to research and ask questions regarding the proposals prior to the Business Session.

b. **Proposal Groupings.** [See Page No. 9; Item (5) (b)]

**Presidents Council.** The Presidents Council approved the recommendation of Management Council regarding the 2017 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 2017 Convention as well as designating roll call voting for all proposals.

**Presidents Council Grouping:**

2017-1 – NCAA Membership – Conditions and Obligations of Membership – Independent Medical Care.

2017-2 – Eligibility – Graduate and Postbaccalaureate Transfers.

2017-3 – Financial Aid from Outside Sources that Consider Athletics Leadership, Ability, Participation or Performance – Restriction on Recipient’s Choice of Institutions.

**General Grouping:**

2017-4 – Playing and Practice Seasons – General Playing Season Regulations – Standardization of Annual Contest and Date of Competition Exemptions.

2017-5 – Playing and Practice Seasons – Field Hockey and Lacrosse – Preseason Joint Practice, Scrimmage or Exhibition – Exemption from Maximum Contest and Date of Competition Limitations.

2017-6 – Playing and Practice Seasons – General Playing Season Regulations – Required Day Off for Track and Field Indoor/Outdoor and Swimming and Diving.


2017-8 – Membership – Provisional or Reclassifying Membership – Class Size and Assignment – Provisional Program Size Limit.

c. **Review Administrative Regulations Approved by Management Council.**

(1) **ADM – 2017-1 – Executive Regulations – Selection of Teams and Individuals for Championships Participation – Addition of Nonconference Strength of Schedule to Secondary Selection Criteria.**

*Management Council.* The Council approved in legislative format a proposal to add nonconference strength of schedule as a secondary selection criterion when determining the championship field.

*Presidents Council.* No action was necessary.

(2) **ADM – 2017-2 – Executive Regulations – Selection of Teams and Individuals for Championships Participation – Results versus Ranked Opponents May be Considered from Both Final Ranking and Preceding Ranking.**

*Management Council.* The Council approved in legislative format a proposal to specify that, as part of the primary selection criteria, all teams established as ranked from the final ranking and the preceding ranking may be considered when determining results versus ranked opponents.

*Presidents Council.* No action was necessary.


*Management Council.* The Council approved in legislative format a proposal to establish the deadline for receipt of written material to be considered by the NCAA Committee on Infractions as 30 days prior to the date of a hearing.

*Presidents Council.* No action was necessary.

d. **Review Noncontroversial Legislation Approved by the Management Council.**

(1) **NC – 2017-7 – Membership – Provisional or Reclassifying Membership – Class Size and Assignment – Amending Assignment Criteria.**

*Management Council.* The Council approved in legislative format a proposal to clarify that items for consideration during an institution’s evaluation for acceptance and placement in the provisional/reclassifying membership program are not in priority order. Additionally, to add the provision of athletically related financial aid as an element to be considered during the evaluation process.

*Presidents Council.* No action was necessary.

(2) **NC – 2017-8 – Committees – Committee Membership – Increase the Wrestling Committee Composition.**

*Management Council.* The Council approved in legislative format a proposal to
increase the representation on the Division III Wrestling Committee from four to six members. The NCAA travel and insurance department calculated the estimated annual costs of adding two additional committee members at $6,320.

Presidents Council. No action was necessary.

e. Review Modifications of Wording Approved by the Management Council.


Management Council. The Council approved in legislative format a proposal to clarify that in order to qualify for a hardship waiver or a season of participation – participation while eligible waiver, a student-athlete may not have participated in more contests or dates of competition that a number equivalent to one-third of the standard denominator, where the standard denominator is determined by the maximum number of contests or dates of competition plus one contest or date of competition.

Presidents Council. No action was necessary.

5. DIVISION III INITIATIVES AND UPDATES.

a. Diversity Initiatives.


Management Council. The Council heard an update on the Diversity and Inclusion Working Group’s efforts to develop and write a diverse hiring best practices resource. The Council noted no concerns with the resource and endorsed it.

Presidents Council. After review, the Presidents Council also endorsed the resource.

(2) Division III Senior Woman Administrators (SWA).

Management Council. The Council noted that in October, the governance staff, at the request of the Diversity and Inclusion Working Group, presented a new professional development program for 30 Division III SWAs. Offered at the beginning of the NACWAA National Convention, this one and half-day workshop was specifically designed for senior women administrators, and in particular those interested in becoming Division III athletics directors.

Presidents Council. No action was necessary.
(3) Student Immersion Program.

Management Council. The Council noted that for the second straight year, Division III will support 44 ethnic minority students to attend the 2017 NCAA Convention. At the Convention, the students will be exposed to Division III, its members and the governance process. In addition to the scheduled Division III programming, there will be welcome and debrief meetings, and each student will be partnered with a mentor administrator. The goal is to build a pipeline of talented ethnic minority candidates, with an interest in Division III coaching and/or administration, in an effort to ultimately diversify the division’s athletic administration.

Presidents Council. No action was necessary.

b. Athletics Direct Report Institute.

Management Council. The Council noted the Athletics Direct Report (ADR) Institute will be held in conjunction with the 2017 NCAA Convention. Schedule times are 2 to 6 p.m. Wednesday, January 18 and 8 a.m. to 4 p.m. Thursday, January 19. There are 42 participants in the 2017 class.

Presidents Council. No action was necessary.

c. LGBTQ Initiative.

Management Council. The Council endorsed a proposal to establish a working group to examine the current and potential programming, resources, and recognition of the LGBTQ community and its allies in Division III; to increase engagement and collaboration at the institutional, conference and national levels. Possible outcomes include the examination of the current involvement and role of athletics departments related to LGBTQ resources and programming; creating a best practices resource; and collaboration with the Office of Inclusion to develop programming, as needed.

Presidents Council. No action was necessary.

d. 360 Proof and NASPA Collaborative.

Management Council. The Council received an update noting there are 193 institutions currently registered for 360 Proof, an increase of 26 over last year. A demonstration booth and one-on-one technical assistance will be offered during the 2017 NCAA Convention, as well as the 2017 NASPA Annual Convention in March.

The NCAA communications staff is assisting in the process to draft a preliminary communications and marketing plan and related request for proposal (RFP) for an outside agency to implement that plan. The steering committee will receive an update on its November teleconference.

Presidents Council. No action was necessary.
e. Institutional Performance Program.

Management Council. The Council noted that the Institutional Performance Program (IPP) is currently available for Division III. This IPP data management system consolidates data currently being submitted by Division III institutions into a more user-friendly format with reporting functionality in hopes of facilitating better informed decisions and strategic planning on campuses.

Presidents Council. No action was necessary.

f. Faculty Athletics Representatives Working Group.

Management Council. At the request of the Council, staff created a Faculty Athletics Representative (FAR) Working Group. The working group’s objective is to increase the engagement of Division III FARs utilizing data (both historical and newly collected) and the expertise of the working group and others to:

- Better define the components of engagement.
- Determine the metrics to measure engagement.
- Establish appropriate benchmarks to assess engagement.
- Develop best practices resources to enhance and sustain engagement.
- Collaborate with key groups to ensure consistency, effectiveness and accountability.

The working group roster includes FARs, athletics directors, commissioners and student-athletes from Division III.

Presidents Council. No action was necessary.

g. 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, new championship enhancements, Division III/D3SIDA Recognition Award, social media and Special Olympics.

Presidents Council. No action was necessary.

h. Feedback from Conference Meetings.

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

Presidents Council. No action was necessary.

i. Academic Misconduct.

Management Council. [See ILC Report, Page No. 10, item (e)]

Presidents Council. No action was necessary.
6. **ASSOCIATION-WIDE UPDATES AND ISSUES.**

a.  **Board of Governors Update.**

   (1) **Board of Governors (BOG) Composition.**

   Management Council and Presidents Councils. The Councils received a report from the NCAA Board of Governors about the next steps in the ongoing discussion of the composition role and responsibilities of the BOG. The Board’s Ad Hoc Committee on Structure and Governance will craft a recommendation and deliver it to the BOG no later than April 2017.

   (2) **Diversity Pledge.**

   Management Council and Presidents Councils. The Council leadership encouraged presidents and chancellors to sign the Board of Governor’s diversity and inclusion pledge. The pledge states a school’s commitment to achieving ethnic/racial diversity and gender equity in college sports hiring practices. To date, over half of all NCAA institutions have signed the pledge. Council leadership clarified that the “regular diversity, inclusion and equity review” referenced in the pledge is an internal, institutional review, not an NCAA review.

   (3) **Pilot Program at the 2016 Division III Men’s Lacrosse Championship.**

   Presidents Council. The Council voted to support a pilot program that will allow the sale of beer and wine at the 2017 Division III Men’s Lacrosse Championship, which will be held in conjunction with the Divisions I and II men’s championships and Division I women’s championships at Gillette Stadium in Foxboro, Massachusetts. The pilot program began last year at the College World Series (baseball) and the Women’s College World Series (softball), both Division I championships. The Council had a robust discussion about the impact of allowing alcohol sales at its championships and voted to move forward with the proposal because it is a pilot project and involves other divisions. Data will be collected at the lacrosse championships to determine whether allowing alcohol sale and consumption inside the venue is safer and less troublesome than forbidding it.

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

   Management Council and Presidents Councils. The Councils received a white paper on the proposed Independent Medical Care legislation. The white paper explains the origins, rationale and key components of the legislation. It discusses the potential impact of the legislation on athletics health care delivery at Division II and III member schools.

   SSI also highlighted its nine strategic priorities including concussion, cardiovascular care and sexual assault prevention.

c.  **Litigation Update.**

   Management Council. The Councils received a litigation update. No action was necessary.
d. Governmental Relations Report.

Management and Presidents Councils. The Councils accepted the Governmental Relations Report. No action was necessary.

7. 2017 COMMITTEE AND SUBCOMMITTEE ASSIGNMENTS.

Management Council. The Council reviewed the current 2016 Committee/Subcommittee assignments. If Council members want a new assignment for 2017, they are to notify the governance staff. Council leadership will then review the proposed assignments and make final decisions.

8. DIVISION III PRESIDENTS COUNCIL NOMINATIONS SUBCOMMITTEE.

Presidents Council. The Presidents Council reviewed the report from its September 29 teleconference and approved the following:

- Approved the reappointments of Matthew Shank and Tori Murden McClure for an additional four-year term (January 2017 – January 2021).
- Appoint Jay Lemons to serve as chair of the Presidents Council effective January to June 2017.
- Appoint Al Cureton to serve as vice chair of the Presidents Council effective January to June 2017.
- Appoint Jeff Docking as vice chair elect of the Presidents Council and extend his term for an additional year.

9. ADJOURNAMENT.

Management Council. The Council meeting adjourned at 4:52 p.m. Monday, October 17 and 10:46 a.m. Tuesday, October 18.

Presidents Council. The Presidents Council meeting adjourned at 8:55 p.m. Wednesday, October 26 and 12:05 p.m. Thursday, October 27.
REPORT OF THE NCAA DIVISION III
ADMINISTRATIVE COMMITTEE
OCTOBER 24, 2016, ELECTRONIC MAIL

ACTION ITEM.

• None.

INFORMATIONAL ITEMS.

• Postgraduate Scholarship Committee (Public member vacancy). The Administrative Committee approved the appointment of Aaron Braun, past postgraduate scholarship recipient from Adams State University, to fill its public member vacancy on the Postgraduate Scholarship Committee.

Committee Chair: Alan Cureton, University of Northwestern
Staff Liaisons: Dan Dutcher, Division III Governance
              Jay Jones, Division III Governance
              Debbie Kresge, Division III Governance
              Louise McCleary, Division III Governance

<table>
<thead>
<tr>
<th>NCAA Division III Administrative Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 24, 2016</td>
</tr>
<tr>
<td>Attendees:</td>
</tr>
<tr>
<td>Alan Cureton, University of Northwestern, chair.</td>
</tr>
<tr>
<td>Brit Katz, Millsaps College.</td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta.</td>
</tr>
<tr>
<td>Troy VanAken, Thiel College.</td>
</tr>
<tr>
<td>Absent:</td>
</tr>
<tr>
<td>Jay Lemons, Susquehanna University.</td>
</tr>
<tr>
<td><strong>NCAA Staff Support:</strong></td>
</tr>
<tr>
<td>Dan Dutcher, Jay Jones, Debbie Kresge and Louise McCleary</td>
</tr>
</tbody>
</table>
ACTION ITEM.

- None.

INFORMATIONAL ITEMS.

1. Governance Committee Appointment. The Administrative Committee approved the following committee appointment, effective at the close of the January 2017 NCAA Convention:

   ▪ Division III Student-Athlete Advisory Committee – College Conference of Illinois and Wisconsin – Cedrick Fry, Carthage College.

2. Sportsmanship and Game Environment Initiative. The Administrative Committee approved the use of $500,000, including $450,000 in new dollars, during the 2016-17 year to develop a sportsmanship and game environment training program in conjunction with the Disney Institute.

   The working group’s primary goal is to create and sustain championship-level decorum and game environments at all Division III institutions. The training program’s three primary benefits for the Division III membership are: (1) a five-module online training program designed for each institution to evaluate, learn and improve on its game environment and customer service standards; (2) game service standards that will define the proper environment at Division III for all regular season and championships athletics contests; and (3) toolkits and training through the Disney Institute that will ensure that the game standards are understood and able to be carried out for institutions at all resource levels.

   In addition to an introductory section, the primary learning modules of the online program will be: an institutional self-assessment tool; Division III game service standards; tools for assistance with conflict resolution and bystander intervention; and a template to create an institutional action plan to institute positive changes where needed. The online program will also integrate input and tools created by the Division III Student-Athlete Advisory Committee.

   The estimated budget impact is $500,000 in 2016-17 and $250,000 annually in 2017-18 and 2018-19.
Committee Chair: Alan Cureton, University of Northwestern  
Staff Liaisons: Dan Dutcher, Division III Governance  
Jay Jones, Division III Governance  
Debbie Kresge, Division III Governance  
Louise McCleary, Division III Governance

<table>
<thead>
<tr>
<th>NCAA Division III Administrative Committee</th>
<th>November 15, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
<td></td>
</tr>
<tr>
<td>Alan Cureton, University of Northwestern, chair</td>
<td></td>
</tr>
<tr>
<td>Brit Katz, Millsaps College</td>
<td></td>
</tr>
<tr>
<td>Jay Lemons, Susquehanna University</td>
<td></td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta</td>
<td></td>
</tr>
<tr>
<td>Troy VanAken, Thiel College</td>
<td></td>
</tr>
<tr>
<td><strong>NCAA Staff Support:</strong></td>
<td></td>
</tr>
<tr>
<td>Dan Dutcher, Jay Jones, Debbie Kresge and Louise McCleary</td>
<td></td>
</tr>
</tbody>
</table>
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.
DIVISION III STRATEGIC POSITIONING PLATFORM

**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**
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

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

**Audiences**
Who we are addressing

<table>
<thead>
<tr>
<th>Student-Athletes / Parents</th>
<th>NCAA Brand Attributes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance</td>
<td>Learning</td>
</tr>
<tr>
<td>Spirt</td>
<td>Character</td>
</tr>
<tr>
<td>Fair Play</td>
<td>Community</td>
</tr>
</tbody>
</table>

**DIII Internal Constituencies**

<table>
<thead>
<tr>
<th>General Public / Media</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Division III institutions develop student-athlete potential through a comprehensive educational approach.</td>
</tr>
<tr>
<td>- Division III institutions offer athletics for the educational value and benefit to the student-athlete, not for the purposes of revenue generation or entertainment.</td>
</tr>
<tr>
<td>- Participation in athletics provides valuable &quot;life lessons&quot; for student-athletes (teamwork, discipline, perseverance, leadership, etc.), which often translate into them becoming better students and more responsible citizens.</td>
</tr>
<tr>
<td>- Full time athletes compete in a highly competitive athletics program and retain the full spectrum of college life.</td>
</tr>
<tr>
<td>- Student-athletes do not receive monetary incentive to play sports but rather participate for the love of the game.</td>
</tr>
</tbody>
</table>

**Reasons to Believe**
Supporting features of DIII

1. **Comprehensive educational experience.** 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.
   - Focus on academic achievement while graduating with a comprehensive education that builds skills beyond the classroom.
   - Access financial aid for college without the obligations of an athletics scholarship.
   - Opportunities to play more than one sport.
   - Be responsible for your own path, discover potential through opportunities to pursue many interests.

2. **Integrated campus environment.** About one-quarter 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:
   - Student-athletes are subject to admission and academic performance standards consistent with the general student body;
   - Student-athletes are not provided any special housing, services or support from their institution different from other students or student groups;
   - Athletics departments are regulated and managed through the same general procedures and practices as other departments of the institution.

This integration of athletics allows the student-athletes to take full advantage of the many opportunities of campus life and their entire collegiate experience.

3. **Academic focus.** 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 practice seasons, the number of contests, no red-shirting or out-of-season organized activities, and a focus on regional in-season and conference play.

4. **Available financial aid.** Three-quarters 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:
   - 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.

5. **Competitive athletics programs.** 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.

6. **National championship opportunities.** Division III has more than 170,000 student-athletes competing annually, with access to 38 different national championships. These competitions provide an opportunity for student-athletes to compete at the highest level and fulfill their athletics potential.

7. **Commitment to athletics participation.** 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.
REPORT OF THE
DIVISION III CONVENTION-PLANNING SUBCOMMITTEE
NOVEMBER 3, 2016, TELECONFERENCE

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and review roster. The chair, Brit Katz, welcomed the subcommittee to the teleconference and reviewed the roster.

2. Report from September 22 teleconference. The subcommittee reviewed the minutes and had no changes.

3. 2017 Convention plan. The subcommittee reviewed the following documents for the 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. Staff will send draft scripts, roundtable questions, and PowerPoints to the assigned subcommittee members to review prior to Convention.
   c. Chancellors/Presidents programming.
      (1) Engagement Program. The subcommittee reviewed the agenda for the Chancellors/Presidents Engagement Program and had no recommended changes. This session is open to all Presidents and currently there are 96 registered for the event with 37 from Division III.
      (2) Presidents and chancellors luncheon and forum. The subcommittee reviewed the presidents and chancellors luncheon and forum agenda and had no recommended changes.
      (3) Staff reported that the Division II and III Joint Presidents Session was cancelled due to it overlapping with an Association-wide session covering the same topic (i.e., Social Justice Issues). Staff has notified all presidents and chancellors who were pre-registered for the session.
   d. Athletics Direct Report Institute. The subcommittee reviewed the agenda for the ADR Institute and had no recommended changes.
e. **Student Programming.** The subcommittee noted that there will be over 100 Division III student attendees at this year’s convention. The subcommittee reviewed the agendas for the following student programs:

(1) **Luncheon.** Staff presented a draft agenda for the student luncheon and noted that the national SAAC would be discussing the draft agenda and discussion plans further during its upcoming meeting.

(2) **Student Immersion Program.** The selection committee chose 44 (22 male and 22 female) ethnic-minority students interested in a career in Division III athletics, to attend the 2017 NCAA Convention. In coordination with the Office of Inclusion, staff has developed the participant’s Convention programming.

f. **Division III Issues Forum.** The subcommittee reviewed the agenda for the Division III Issues Forum and recommended that after the Presidents Council Chair and Sport Science Institute presentations, time be allotted for each table to propose questions and submit to the respective presenter. Staff will research if there is technology that will allow this format to be seamless. Based upon the assumed volume, the questions would be selected randomly by the presenter.

For the legislative proposal review and Q&A, the subcommittee endorsed the following format:

(1) Sponsors speak on the merits of the proposal;

(2) NADIII AA representative address the issues to consider; and

(3) Open Q&A to include either questions or comments to support or oppose.

g. **Division III Business Session.** The subcommittee reviewed the agenda for the 2017 Division III Business Session and had no changes.

4. **2017 Convention-Planning timeline.** The subcommittee reviewed the Convention timeline noting the next teleconference is scheduled for December 15, 2016.

5. **Updated registration numbers.** The subcommittee reviewed the updated registration numbers as of October 18, 2016. To date, over 2,799 total delegates have registered to attend the Convention, with 1,088 Division III registrants.

6. **Other business.** The subcommittee confirmed the following with Convention Management staff:

a. **Local transportation.** Convention management will once again offer transportation returning to the airport on Friday and Saturday. Buses will be available from the Delta Portico from 6 a.m. to 8 p.m. both days. Anything outside of this time will need to be arranged directly by the delegates and at their own cost. Luggage storage will be available and located beside the portico in an exhibit hall.
b. Convention App. Staff is encouraging all delegates to use the Convention app. The NCAA Convention will not have printed programs. All information will be found on the app or on NCAA.org.

c. Honors Celebration and Association Luncheon. As a reminder, the Honors Celebration will now be held on Wednesday evening and the Association Luncheon is scheduled for Friday. Tickets for both events are sold out for general delegates. A limited number of tickets are still available for presidents/chancellors, commissioners and selected committee members.

d. Appointment of delegate form. The Appointment of Delegate site will be available on Tuesday, November 15. A notification will be sent to presidents/chancellors and athletics directors.

7. Adjournment. The teleconference adjourned at 2 p.m. Eastern time.

Committee Chair: Brit Katz, Millsaps College, Southern Athletic Association

Staff Liaisons: Louise McCleary, Division III Governance
               Debbie Brown, Division III Governance
               Jay Jones, Division III Governance

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brad Bankston, Old Dominion Athletic Conference</td>
</tr>
<tr>
<td>Allie Fox, Mills College</td>
</tr>
<tr>
<td>Karen Freed, Rutgers, The State University of New Jersey, Camden</td>
</tr>
<tr>
<td>William Fritz, College of Staten Island</td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph’s College</td>
</tr>
<tr>
<td>Sharon Hirsh, Rosemont College</td>
</tr>
<tr>
<td>Brit Katz, Millsaps College, chair</td>
</tr>
<tr>
<td>Scott Kilgallon, Webster University</td>
</tr>
<tr>
<td>Julie Kline, University of LaVerne</td>
</tr>
<tr>
<td>Keri Luchowski, North Coast Athletic Conference</td>
</tr>
<tr>
<td>Angela Marin, University of Texas at Dallas</td>
</tr>
<tr>
<td>Kayla Porter, Frostburg State University</td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta</td>
</tr>
<tr>
<td>Matthew Shank, Marymount University</td>
</tr>
<tr>
<td>Chuck Yrigoyen, Iowa Intercollegiate Athletic Conference</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carey Eggen, Framingham State University</td>
</tr>
<tr>
<td>Brian Granata, Arcadia University</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeff Myers, NCAA staff</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debbie Brown, Dan Dutcher, Reed Fogle, Eric Hartung, Jay Jones, Louise McCleary and Emily Rechin Tisdale.</td>
</tr>
</tbody>
</table>
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Welcome and review roster.** The chair, Brit Katz, welcomed the subcommittee to the teleconference and reviewed the roster.

2. **Minutes from November 3 teleconference.** The subcommittee reviewed the minutes and had no changes.

3. **2017 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 and had no recommended changes.
   d. **Division III Business Session.** The subcommittee reviewed the final agenda and had no recommended changes.

4. **Convention registration packet.** Staff updated the subcommittee on the registration packet materials. The subcommittee had no additional recommendations.
5. Updated registration numbers. The subcommittee reviewed the updated registration numbers as of December 5. To date, over 3,507 total delegates have registered to attend the Convention, with 1,200 Division III registrants. For future teleconferences, we will have the senior woman administrator denoted the same way that we have the president/chancellor, director of athletics, faculty athletics representatives, athletics direct reports, etc.

6. 2017 Convention planning timeline. The subcommittee reviewed the timeline and noted it was the last teleconference prior to the 2017 Convention. In preparation for the 2018 Convention there will be a doodle sent out in late January or early February for a March 2017 teleconference. The chair thanked the subcommittee members for their service and time.

7. Other business. None.

8. Adjournment. The teleconference adjourned at 1:20 p.m. Eastern time.

Committee Chair: Brit Katz, Millsaps College, Southern Athletic Association

Staff Liaisons: Louise McCleary, Division III Governance
               Debbie Brown, Division III Governance
               Jay Jones, Division III Governance

Teleconference date: December 15, 2016

Attendees:
Carey Eggen, Framingham State University, Massachusetts State Collegiate Athletic Conference
Allie Fox, Mills College, Independents
Karen Freed, Rutgers, The State University of New Jersey, Camden, New Jersey Athletic Conference
William Fritz, College of Staten Island, City University of New York Athletic Conference
Brian Granata, Arcadia University, Middle Atlantic Conference
Shantey Hill, St. Joseph’s College (Long Island), Skyline Conference
Sharon Hirsh, Rosemont College, Colonial States Athletic Conference
Brit Katz, Millsaps College, Southern Athletic Association
Scott Kilgallon, Webster University, St. Louis Intercollegiate Athletic Conference
Julie Kline, University of LaVerne, Southern California Intercollegiate Athletic Conference
Keri Luchowski, North Coast Athletic Conference
Angela Marin, University of Texas at Dallas, American Southwest Conference
Kayla Porter, Frostburg State University, Capital Athletic Conference
Tracey Ranieri, State University of New York at Oneonta, State University of New York Athletic Conference  
Chuck Yrigoyen, Iowa Intercollegiate Athletic Conference  
**Absentees:**  
Brad Bankston, Old Dominion Athletic Conference  
Matthew Shank, Marymount University, Capital Athletic Conference  
**NCAA Staff Support in Attendance**  
Debbie Brown, Reed Fogle, Eric Hartung, Jay Jones, Louise McCleary, Emily Rechin-Tisdale, Crystal Reimer.  
**NCAA Staff Support Absentees:**  
Dan Dutcher, Mike King, Stacey Preston, Juanita Sheely
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative.
   - Sportsmanship and Game Environment Initiative.
     1. Recommendation. Approve the use of $500,000, including $450,000 in new dollars, during the 2016-17 budget year to develop a sportsmanship and game environment training program in conjunction with the Disney Institute. [Attachments A and B] [NOTE: The Administrative Committee approved this recommendation on behalf of the Presidents and Management Councils on November 15, 2016. See Management Council Agenda No. 3b]

     2. Effective date. Immediately.

     3. Rationale. The working group’s primary goal is to create and sustain championship-level decorum and game environments at all Division III institutions. The training program’s three primary benefits for the Division III membership will be: (1) a five-module online training program designed for each institution to evaluate, learn and improve on its game environment and customer service standards; (2) game service standards that will define the proper environment at Division III for all regular season and championships athletics contests; and (3) toolkits and training through the Disney Institute that will ensure that the game standards are understood and able to be carried out for institutions at all resource levels.

        In addition to an introductory section, the primary learning modules of the online program will be: an institutional self-assessment tool; Division III game service standards; tools for assistance with conflict resolution and bystander intervention; and a template to create an institutional action plan to affect positive changes where needed. The online program will also integrate input and tools created by the Division III Student-Athlete Advisory Committee.

        The committee also emphasized the need to identify and incorporate evaluation criteria with the implementation of the initiative.


     5. Estimated student-athlete impact. An improved game environment that will positively impact the student-athlete experience.
INFORMATIONAL ITEMS.

1. **Report from the June 27, 2016, teleconference.** The committee approved the report from its June 27, 2016, teleconference.

2. **Budget.** The committee reviewed the 2015-16 final budget, the 2016-17 budget-to-actual report as of September 30, 2016, and the future budget model. The budget-to-actual report reflects a three-year comparison with an additional column for charter expenses. The 2015-16 final budget reflected a $4 million surplus due to a higher than budgeted revenue and lower fuel costs for championship travel. The higher surplus has positively impacted the long-term future budget model. The final year, 2023-24, is the only year currently reflecting a deficit.

3. **Discuss Potential 2017-19 Budget Initiatives.**
   a. **Championships.** The committee reviewed an excerpt from the Championships Committee’s September in-person meeting report and requested NCAA staff provide a financial analysis on the following championship priorities, to be evaluated during Strategic Planning and Finance Committee’s March 2017 in-person meeting as part of the 2017-19 budget planning process:
      - Expand bracket/field sizes – 2017-18 bracket expansion for team sports based on legislated access ratio and analysis of field size expansion for individual sports where merited.
      - Increase team travel party size – increase by 10% across all sports or evaluate select sports based on average squad size among sponsoring institutions and those participating in the championship.
      - Reimburse teams flying to a championship site for local ground transportation – various ways to implement: (1) full expense; (2) fixed amount for duration of travel; and (3) fixed amount by travel day.
      - Add day off – implement a day of rest between semifinal and final rounds of team sports (if appropriate); requires an additional day of per diem.
      - Increase officials’ fees – institute increases gradually (e.g., two to three percent in a given year).
      - Sport committee initiatives – support various sport-specific operations or championship format requests.
   b. **Nonchampionships.**
      1. **Senior Woman Administrator Program.** The committee received an update on the Division III senior woman administrator (SWA) program held October 8-9, 2016, in conjunction with the NACWAA Rally, noting 28 participants. The primary expectations met included networking and learning from others; education on expectations in the SWA role; and a focus on career advancement. During its March in-person meeting, the committee will evaluate funding this program during the next budget biennium.
(2) **Faculty Athletics Representative (FAR) Institute.** The committee received an update on the FAR Institute noting that $80,000 is currently budgeted for this program.

(3) **Identity Initiative.** The committee noted that the division recently signed a three-year contract extension (2016-19) with Source One Digital, which manages the Division III Purchasing Website. In September, a new $500 credit was offered to institutions and conferences for purchases during the 2016-17 year.

(4) **Diversity and Inclusion.** The committee reviewed a draft Division III hiring resource guide, noting the working group’s goal to have it available for the entire membership at the 2017 Convention.

4. **Division III Conference Grant Program.** During 2015-16, Division III distributed a total of $2,521,326 Strategic Initiative Grant dollars to 43 conferences plus the Association of Division IIIIndependents. The amount each conference received ranged from $44,889 to $88,419 with an average distribution of $57,750. No unused funds were returned to the NCAA from conference offices this year.

During the review of the impact forms, the staff found that seven conferences misused 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:

a. **Capital Athletic Conference (CAC).**

   **Issue:** Tier One – Compliance. There is a Tier One annual requirement to spend some dollars in the area of “compliance and rules seminar education.” For 2015-16, there was no spending identified in this area.

b. **Division III Association of Independents (Independents).**

   **Issue No. 1:** Tier One – sports information director (SID). Within Tier One, there is a requirement to spend at least $1,000 per year for member institutions’ SIDs. The Independents did not spend any money on SIDs during 2015-16.

   **Issues No. 2:** Tier One – senior woman administrator (SWA). There is a Tier One annual requirement to spend some dollars in the area of “campus senior woman administrators.” The Independents did not spend any money on SWAs during 2015-16.

c. **Great Northeast Athletic Conference (GNAC).**

   **Issue:** Tier One – faculty athletics representative (FAR). The GNAC did not report any money spent for an FAR, which is an annual spending requirement within the tier.
d. **Heartland Collegiate Athletic Conference (Heartland).**

   **Issue:** Tier One – Ethnic Minority. Within Tier One, there is a biennial requirement to spend some dollars in the area of “ethnic minority professional development”. The Heartland did not spend any money in this area during 2014-15 or 2015-16.

e. **New England Collegiate Conference (NECC).**

   **Issue:** Tier One – FAR. The NECC did not report any money spent for an FAR, which is an annual spending requirement within the tier.

f. **Northern Athletic Conference.**

   **Issue:** Tier One – FAR. The Northern Athletics Conference did not report any money spent for an FAR, which is an annual spending requirement within the tier.

g. **Upper Midwest Athletic Conference (UMAC).**

   **Issue:** Tier One – Ethnic Minority. Within Tier One, there is a biennial requirement to spend some dollars in the area of “ethnic minority professional development”. The UMAC did not spend any money in this area during 2014-15 or 2015-16.

5. **2016 Women’s Basketball Joint Championship.** The committee reviewed a financial summary from the 2016 combined women’s basketball championship, noting it was underbudget by 51.7% primarily due to favorable team travel charges.

6. **Hot Topics.**

   a. **NCAA Board of Governors updates.** The committee received an update on recent Board of Governors actions, primarily: (1) Presidents Diversity Pledge; (2) championships and event policy (i.e., North Carolina); (3) alcohol pilot program at Division III men’s lacrosse; and (4) resolution on roles, responsibilities and composition.

   b. **Institutional Performance Program (IPP).** The committee received an update on the IPP noting it officially launched in October.

   c. **2017 Legislative Proposals.** Staff noted the Division III legislative proposals for the 2017 NCAA Convention.

7. **Future Meetings.** The Strategic Planning and Finance Committee will hold its in-person meeting Tuesday, March 21 from 8 a.m. to 2 p.m. at the NCAA national office.
8. **Adjournment.** The meeting adjourned at 11:30 a.m.

**Committee Chair:** Jay Lemons, Susquehanna University, Landmark 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  
Jeff O’Barr, Administrative

**NCAA Division III Strategic Planning and Finance Committee**  
**November 10, 2016, teleconference**

<table>
<thead>
<tr>
<th>Attendees:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Gail Cummings-Danson, Skidmore College</td>
<td></td>
</tr>
<tr>
<td>Jeff Docking, Adrian College</td>
<td></td>
</tr>
<tr>
<td>Margaret Drugovich, Hartwick College</td>
<td></td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph’s College (Long Island)</td>
<td></td>
</tr>
<tr>
<td>Brit Katz, Millsaps College</td>
<td></td>
</tr>
<tr>
<td>Jay Lemons, Susquehanna University, chair</td>
<td></td>
</tr>
<tr>
<td>Candice Poiss Murray, North Eastern Athletic Conference</td>
<td></td>
</tr>
<tr>
<td>Chris Ragsdale, Heartland Collegiate Athletic Conference</td>
<td></td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta</td>
<td></td>
</tr>
<tr>
<td>Brian Wigley, Shenandoah University</td>
<td></td>
</tr>
<tr>
<td>Dave Wolk, Castleton University</td>
<td></td>
</tr>
<tr>
<td>Greg Woods, Springfield College</td>
<td></td>
</tr>
<tr>
<td>Gerald Young, Carleton College</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Troy VanAken, Elmhurst College.</td>
<td></td>
</tr>
</tbody>
</table>

**NCAA Staff Support in Attendance:**  
Dan Dutcher, Reed Fogle, Jay Jones, Debbie Kresge and Louise McCleary.

**Other NCAA Staff Members in Attendance:**  
Brian Burnsed, Eric Hartung, Jeff Myers, Jeff O’Barr, Adam Skaggs and Liz Suscha.
CREATING AND SUSTAINING A CHAMPIONSHIP CULTURE

A GAME PLAN DOCUMENT FOR

NCAA DIVISION III
THE FAN EXPERIENCE

The secret to exceeding your fans' expectations every time is not about doing any one thing 1,000% better; it's doing many things throughout the fan experience just a little bit better. When combined, these details in your customer touchpoints create magic.

Walt Disney understood this and had an eye for detail, a deep understanding of what his Guests (customers) wanted, the know-how to execute his vision, and the ability to engage employees to perform their best toward that vision.

Walt created an effective corporate culture founded in values-based leadership, where employees are recognized for their achievements and encouraged to work as a team to exceed the expectations in our customer experiences around the world.

As one of the most recognized names in the industry, Disney Institute empowers organizations to create lasting change by bridging insight into action through Disney Best Practices.

Disney Institute would be honored to help NCAA Division III ("NCAA DIII") achieve your goals. We invite you to experience the business behind the magic and “D’Think” your way to success.

Quality service is the cumulative result of things going right at every possible touchpoint.
# The Business Case

Based on leading research, there are three areas that are among the most pressing business challenges today:

<table>
<thead>
<tr>
<th>Quality Service</th>
<th>Employee Engagement</th>
<th>Leadership Excellence</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>What is the Priority Level?</strong></td>
<td><strong>Why is it a Critical Success Factor?</strong></td>
<td><strong>How Far is the Gap?</strong></td>
</tr>
<tr>
<td>Creating a strong, customer-centric culture is the #1 strategy favored by CEOs globally. ¹</td>
<td>Front-line staff is critical to solving this challenge because they represent your brand. Enabling them to exceed customer expectations consistently is key.</td>
<td>“...[T]he vast majority of companies struggle to tie customer experience investments to business outcomes.” ²</td>
</tr>
<tr>
<td><strong>Employee Engagement is one of the top two issues for HR.</strong> ³</td>
<td>A good company culture is at the center of solving many issues. Without an engaged workforce, improving customer experience and other goals are practically impossible.</td>
<td>Companies that have good cultures consistently outperformed the S&amp;P 500, while those known for poor cultures underperformed. ⁴</td>
</tr>
<tr>
<td>⁸⁶% rated leadership as “urgent” or “important.” ⁵</td>
<td>Only 13% say they do an “excellent” job in providing leadership development at all levels. ⁵</td>
<td>Only 15% believe they are ready to address it. ⁵</td>
</tr>
</tbody>
</table>

---

Sources:

THE Disney INSTITUTE DIFFERENCE

**PRACTICAL**

We shift perspectives by showcasing key business insights and real-world illustrations from our operations that showcase what success looks like.

**ACTIONABLE**

We drive results and sustainability by facilitating dialogue, acting as coaches, and developing action plans to implement new ideas, so approaches do not fade over time.

**INSPIRATIONAL**

We leverage storytelling to inspire action and involve all levels to empower and align the team. This process enables maximum collaboration so everyone has ownership and connection throughout the journey.

**AUTHENTIC**

Our team members are true “insiders.” Well-versed in business and passionate about Disney, they have worked in a variety of fields from marketing, sports, sales, retail, resorts, and guest relations, to HR, training, and entertainment.
**OUR COMPREHENSIVE APPROACH**

As part of our comprehensive approach, we include all levels of NCAA DIII, giving each group the information they need to solve their problems to take your organization to the next level.

- At the **executive level**, we work to transform your senior leaders’ thinking by helping them understand our strategies.

- We work with your **mid-level managers** to benchmark our best practices and help them inspire and engage your front-line leaders and staff.

- With your company’s **front-line leaders and staff**, we train them to develop the skills and behaviors necessary to bring NCAA DIII’s vision to life.

<table>
<thead>
<tr>
<th>AUDIENCE</th>
<th>GAP/ NEED</th>
<th>SOLUTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executives</td>
<td>Transformational “Thinking”</td>
<td>Understand Strategies</td>
</tr>
<tr>
<td>Mid-Level Managers</td>
<td>Organizational “Enhancements”</td>
<td>Benchmark Best Practices</td>
</tr>
<tr>
<td>Front-Line Leaders &amp; Staff</td>
<td>Performance “Upskill”</td>
<td>Train Skills &amp; Behaviors</td>
</tr>
</tbody>
</table>
INSIGHTS-BASED APPROACH

Disney Institute uses a unique insights-based approach. Insights are designed to be thought provoking and challenge you to think differently to create solutions to your specific business challenges.

Our Approach Focuses on:
- **Prioritizing key themes** that emerge as we discover your company's key goals and objectives
- **Identifying the frustration or problems** your company may be facing that are barriers to those goals and objectives
- **Showcasing a key insight, or belief**, on how businesses tackle that problem
- **Discovering a Disney Best Practice** through illustrations that may include:
  - Field Experiences
  - Video Case Studies
  - Experiential Activities
  - Interactive Storytelling
- **Adapting and applying those insights and illustrations** in a way that is relevant to your company

**Disney Institute’s Definition of “Overmanage”**
Overmanage is not the same as micromanage.

**Disney Institute Thesis**
“Disney’s consistent business results are driven by **overmanaging** certain things that most companies under manage or ignore—and that is a key source of what differentiates us. We have learned to be **intentional** where others are unintentional.”

**Sample Insight**
“Recognition is more powerful than most organizations can imagine.”
HOW WE THINK

The premise for how we can work together begins with understanding Disney’s “Chain of Excellence.” Each link of the chain is interdependent, and together the links drive business results and forge an enduring bond between inspired leaders, motivated employees, and satisfied customers. This drives financial results and sustains years of repeat business.

**DISNEY’S CHAIN OF EXCELLENCE**

- **Leadership Excellence**
  Effective Disney leaders create an environment in which both internal and customer-facing employees can thrive and deliver superior performance.

- **Cast Excellence**
  Disney leaders create superior employee performance through a culture where Disney Cast Members receive effective feedback, as well as have the authority to give input, and make and implement decisions.

- **Guest Satisfaction**
  When the Disney Cast is coached and empowered to make memories that last a lifetime through our Service Framework, Guests rate their experience with us higher.

- **Business Results**
  Tested data has shown that all of these elements are inextricably linked and drive results.
HOW WE WORK

As Disney’s insights and illustrations are what we teach, how we work comes together in our time-tested Engagement Model. This model bridges insights into sustained action and empowers organizations to create a lasting initiative.

OUR ENGAGEMENT MODEL

UNDERSTAND & PRIORITIZE
Your Needs

We go beyond the typical advisory assessment to gain an understanding of your organization so that we can make a real impact.

OPERATIONALIZE & SUSTAIN for Ongoing Success

To sustain your desired initiative for the long term, Disney Institute provides sustainment strategies, ongoing coaching, and skills-based training.

ADAPT & APPLY Disney Best Practices

This is when the real magic happens, where your organization begins to determine for itself which Disney approaches/benchmarks make sense for NCAA DIII.

REORIENT & UPSKILL Your Teams

The key to rolling out the initiative is an inspiring and motivational launch. This is when Disney Institute engages your leaders, managers, and front-line staff to embrace the initiative and focus on the goals and objectives established.

Your Disney Institute Engagement Team supports and energizes your organization by:

- Acting as coaches
- Enabling the creation of unique content
- Advising you through the Disney perspective
THE GAME PLAN

Disney Institute has developed the following timeline as an engagement resource for NCAA DIII.
Disney Institute has developed the following timeline as an engagement resource for NCAA DIII.

**The Game Plan (Continued)**

Continuous Communication & Leader Alignment (Throughout Journey)

- DIII Game Environment Summit
  - Walt Disney World® Resort
  - 2 Days
  - Jul. 2018

Operationalize & Sustain

- Regional Game Environment Summit
  - TBD
  - 1.5 Days
  - Jul. 2018

- Regional Game Environment Summit
  - TBD
  - 1.5 Days
  - Jul. 2018

- DIII Game Environment Summit
  - Walt Disney World® Resort
  - 2 Days
  - Jul. 2019

- Regional Game Environment Summit
  - TBD
  - 1.5 Days
  - Jul. 2019

- Regional Game Environment Summit
  - TBD
  - 1.5 Days
  - Jul. 2019

Continuous Communication & Leader Alignment (Throughout Journey)
# Proposed Engagement Details

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Description</th>
</tr>
</thead>
</table>
| **Discovery Visit**<br>Nov. 2016<br>2 Athletic Departments, TBD<br>(2 Days) | During your Discovery Visit, Disney Institute will:  
- Observe the game day experiences at these schools and conduct interviews (private and group) with Athletics department staff members. These interviews will:  
  - Offer opportunities to delve deeper into common themes and opportunities.  
  - Entertain nuances of opinion and perception of the current NCAA DIII organizational culture from individual points of view.  
- Review existing customer and employee satisfaction metrics, as well as leadership behavioral expectations, current customer service models, and existing customer service training. |
| **Common Purpose & Service Standards Creation**<br>Late Jan. 2017<br>Walt Disney World® Resort<br>(2 Days) | In your Common Purpose & Service Standards Creation session, Disney Institute will help your leaders create important components of a Service Framework for the DIII Fan Experience, which include a Common Purpose and Service Standards. During the session, your Disney Institute team will:  
- Explain our journey together and how these deliverables fit into a larger picture.  
- Present a brief overview of how Disney approaches these deliverables.  
- Work on the cornerstone of a Service Framework for NCAA DIII (A Common Purpose and Service Standards).  
For more detailed information regarding your Service Framework, see page 13 of this document. |
| **Service Standards & Behavioral Guidelines Creation**<br>Feb. 2017<br>Indianapolis, IN<br>(2 Days) | In your Service Standards & Behavioral Guidelines Creation session, Disney Institute will help your leaders complete the remaining components of a Service Framework for NCAA DIII, which include prioritizing Service Standards and creating Behavioral Guidelines. During the session, your Disney Institute team will:  
- Explain our journey together and how these deliverables fit into a larger picture.  
- Present a brief overview of how Disney approaches these deliverables.  
- Finalize the previously drafted Service Standards for NCAA DIII.  
- Help your leaders in developing defined Behavioral Guidelines for each Service Standard that support a consistent, service-centric customer experience.  
For more detailed information regarding your Service Framework, see page 13 of this document. |
| **Service Framework Pilot #1**<br>Late Feb. 2017<br>TBD<br>(2 Days) | Once we have finalized the Service Framework together, the next step is to work with different DIII Athletic Departments to put the Service Framework into action. Through this process your Disney Institute team will:  
- Gather best practices  
- Gain illustrations for practical use of the Service Framework  
- Uncover obstacles to uptake so we can adjust messaging for when it is communicated out to the rest of the DIII Athletic Departments  
- Create advocates for the Service Framework with the Pilot Athletic Departments |
<table>
<thead>
<tr>
<th>Service Framework Pilot #2</th>
<th>Early Mar. 2017 TBD (2 Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Once we have finalized the Service Framework together, the next step is to work with different DIII Athletic Departments to put the Service Framework into action. Through this process your Disney Institute team will:</td>
<td></td>
</tr>
<tr>
<td>• Gather best practices</td>
<td></td>
</tr>
<tr>
<td>• Gain illustrations for practical use of the Service Framework</td>
<td></td>
</tr>
<tr>
<td>• Uncover obstacles to uptake so we can adjust messaging for when it is communicated out to the rest of the DIII Athletic Departments</td>
<td></td>
</tr>
<tr>
<td>• Create advocates for the Service Framework with the Pilot Athletic Departments</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Storytelling and Support of Service Framework</th>
<th>Early April. 2017 Indianapolis (2 Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>In your Compilation &amp; Storytelling of Service Framework session, your Disney Institute team will:</td>
<td></td>
</tr>
<tr>
<td>• Work with the NCAA DIII Fan Experience team to adapt and apply DIII illustrations to the DIII Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Incorporate lessons learned from Service Framework Pilot #1 and Service Framework Pilot #2 into content for DIII Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Facilitate conversation around storytelling components to help NCAA DIII communicate their Service Framework in a vivid and imaginative way.</td>
<td></td>
</tr>
<tr>
<td>• Discuss accountability for schools to use the Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Discuss recognition to recognize athletic departments excelling in their use of the Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Discuss strategies to incentivize athletic departments to use the Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Discuss additional support offerings for schools expressing deeper support.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ambassador Engagement Session</th>
<th>July 2017 Walt Disney World® Resort (2 Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>The mission of the Ambassador Engagement Session is to develop culture advocates who can serve as trainers and “super users” to lead and model the NCAA DIII’s enhanced service culture. Disney Institute will facilitate a deep-dive immersion in your Service Framework at a local level and Disney’s approach to the customer experience and world-class service.</td>
<td></td>
</tr>
<tr>
<td>• Training will include content from Disney’s Approach to Quality Service and the NCAA DIII Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Training will also focus on how to become a better trainer and facilitator from Disney’s Facilitation Skills program.</td>
<td></td>
</tr>
<tr>
<td>• The result will be a group of skilled and motivated trainers who will serve as coaches and motivate their colleagues to embrace their roles in the service initiative.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DIII Fan Experience Summit</th>
<th>July 2018 Walt Disney World® Resort (2 Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is critical for both leaders and staff to understand that a service-focused culture is not just about an event, but about excellence in service every day and in every interaction, driving consistency and accountability. In your DIII Fan Experience Summit, your Disney Institute engagement team will:</td>
<td></td>
</tr>
<tr>
<td>• Conduct high-energy rollout sessions for all employees and staff, introducing and reinforcing the newly designed NCAA DIII Service Framework.</td>
<td></td>
</tr>
<tr>
<td>• Explain how to apply your Service Framework to all roles and responsibilities.</td>
<td></td>
</tr>
<tr>
<td>• Provide Disney-proven insights on how to integrate the appropriate behaviors in your employees’ daily roles to drive increased employee engagement and consistent, exceptional service delivery.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Regional Game Environment Summit #1</th>
<th>July 2018 Walt Disney World® Resort (1.5 Days)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A condensed, regionally located version of the DIII Fan Experience Summit. This version of the Summit will be created to offer an additional date for those schools interested in creating a service mindset, but who may have had a conflict in attending the DIII Fan Experience Summit at the Walt Disney World® Resort.</td>
<td></td>
</tr>
<tr>
<td>Event</td>
<td>Description</td>
</tr>
<tr>
<td>-------</td>
<td>-------------</td>
</tr>
</tbody>
</table>
| **Regional Game Environment Summit #2**  
July 2018  
Walt Disney World® Resort  
(1.5 Days) | A condensed, regionally located version of the DIII Fan Experience Summit. This version of the Summit will be created to offer an additional date for those schools interested in creating a service mindset, but who may have had a conflict in attending the DIII Fan Experience Summit at the Walt Disney World® Resort. |
| **DIII Fan Experience Summit**  
July 2019  
Walt Disney World® Resort  
(2 Days) | It is critical for both leaders and staff to understand that a service-focused culture is not just about an event, but about excellence in service every day and in every interaction, driving consistency and accountability. In your DIII Fan Experience Summit, your Disney Institute engagement team will:  
- Conduct high-energy rollout sessions for all employees and staff, introducing and reinforcing the newly designed NCAA DIII Service Framework.  
- Explain how to apply your Service Framework to all roles and responsibilities. Provide Disney-proven insights on how to integrate the appropriate behaviors in your employees’ daily roles to drive increased employee engagement and consistent, exceptional service delivery. |
| **Regional Game Environment Summit**  
July 2019  
Walt Disney World® Resort  
(1.5 Days) | A condensed, regionally located version of the DIII Fan Experience Summit. This version of the Summit will be created to offer an additional date for those schools interested in creating a service mindset, but who may have had a conflict in attending the DIII Fan Experience Summit at the Walt Disney World® Resort. |
| **Regional Game Environment Summit**  
July 2019  
Walt Disney World® Resort  
(1.5 Days) | A condensed, regionally located version of the DIII Fan Experience Summit. This version of the Summit will be created to offer an additional date for those schools interested in creating a service mindset, but who may have had a conflict in attending the DIII Fan Experience Summit at the Walt Disney World® Resort. |
ENGAGEMENT OUTCOMES

THE SERVICE FRAMEWORK

A Service Framework is the foundation of building a service-focused culture. A Service Framework consists of a Common Purpose, Service Standards, and Behavioral Guidelines.

A Common Purpose defines an organization’s purpose, aligns that purpose with customer expectations, and communicates that alignment to employees. A Common Purpose is the essential foundation on which all other service decisions can be developed.

Service Standards are those operating priorities that ensure a consistent and high-quality customer service experience.

Each of these Service Standards has Behavioral Guidelines that are clearly defined and measurable, and are aligned to create a world-class customer service experience.

COMMON PURPOSE

SERVICE STANDARDS

BEHAVIORAL GUIDELINES

SELECTION  TRAINING  COMMUNICATION  CARE

LEADERSHIP
HELPING COMPANIES AROUND THE WORLD

Since the founding of Disney Institute in 1986, millions of professionals from 45 countries have experienced the time-tested best practices, sound methodologies, and real-life business lessons that have sustained Disney’s global success.

Brooklyn Nets/Barclays Center Case Study

Situation:
Barclays Center is a multi-purpose indoor arena in Brooklyn, N.Y., that is home to the Brooklyn Nets and host to concerts, conventions, and sporting events. The Brooklyn Nets’ leadership saw an opportunity to differentiate the arena by providing outstanding customer service from the moment the doors opened. With help from Disney Institute, Barclays Center established a customer service leadership model designed to make each guest’s visit to Barclays Center memorable.

Disney Institute Solution:
Senior leadership from the Brooklyn Nets, AEG, and Levy Restaurants began work with Disney Institute to develop a methodology for delivering top-notch service to Barclays Center guests by uniting the different business units around a common service framework. They created the “Brooklyn’s Best” service strategy that unites expectations, language, symbols, stories, and values for all employees. This in turn creates a seamless, well-organized experience for guests.

Key Results:
The finishing touches were put on the arena, and it opened to the public in September 2012. The arena itself has received accolades for its architecture, but as one visitor noted, the thing that truly sets the Barclays Center apart is the staff: “It’s unlike anything we’ve experienced. Helpful isn’t the word. Gracious is. So is proud... We had one staffer walk us the entire length of the arena to help us get where we’re going.”

Brooklyn Nets owner Bruce Ratner said that of all the things at the Barclays Center, he is most proud of the arena staff, stating: “The No. 1 compliment I get about the arena is about the people who work there. They’re friendly, helpful, and so on. I’m probably proudest of that among anything else.”

Orlando Magic/Amway Center Case Study

Situation:
Faced with mediocre customer service results and a scheduled relocation to the newly built Amway Center, the Orlando Magic basketball organization turned to Disney Institute to help introduce a new service-oriented culture to its nearly 1,000 employees.

Disney Institute Solution:
After meeting with the Orlando Magic’s senior management, Disney Institute recommended a series of sessions about leadership excellence, all designed to improve the fan experience and positively impact the bottom line. In all, nearly 1,000 employees attended the Disney Institute sessions.

Key Results:
✓ By implementing a wide range of Disney Best Practices, the Orlando Magic saw employee morale soar and customer service satisfaction results jump to 95%
✓ Amway was honored with the 2013 Customer Experience Award during the Stadium Business Awards presentation in Manchester, England. It was the largest dedicated meeting in the world of the owners, operators, and developers of the world’s leading stadiums, arenas, and major sports venues.
✓ Amway Center was named “Sports Facility of the Year” in 2012 by the Sports Business Journal.
YOUR INVESTMENT

Below is the investment for our potential engagement, based on our recent conversations.

<table>
<thead>
<tr>
<th>ROADMAP</th>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discovery Visit <em>(2 Athletic Departments, TBD)</em></td>
<td></td>
</tr>
<tr>
<td>Common Purpose &amp; Service Standards Creation <em>(Walt Disney World ® Resort)</em></td>
<td></td>
</tr>
<tr>
<td>Service Standards &amp; Behaviors Creation <em>(Indianapolis, IN)</em></td>
<td>$380,800</td>
</tr>
<tr>
<td>Pilot Service Framework #1 <em>(Athletic Department, TBD)</em></td>
<td></td>
</tr>
<tr>
<td>Pilot Service Framework #2 <em>(Athletic Department, TBD)</em></td>
<td></td>
</tr>
<tr>
<td>Storytelling and Support of Service Framework <em>(Indianapolis, IN)</em></td>
<td></td>
</tr>
<tr>
<td>Ambassador Engagement Session <em>(Walt Disney World ® Resort)</em></td>
<td></td>
</tr>
<tr>
<td>DIII Game Environment Summit 2018 <em>(Walt Disney World ® Resort)</em></td>
<td>$82,800</td>
</tr>
<tr>
<td>Regional Game Environment Summit <em>(TBD)</em></td>
<td>$119,600</td>
</tr>
<tr>
<td>DIII Game Environment Summit 2019 <em>(Walt Disney World ® Resort)</em></td>
<td>$82,800</td>
</tr>
<tr>
<td>Regional Game Environment Summit <em>(TBD)</em></td>
<td>$119,600</td>
</tr>
</tbody>
</table>

Changes to the scope and/or length will affect pricing. Pricing subject to change until signed contract is received. All pricing is in USD.

PRICING DETAILS

Pricing Includes:
- Design and development time
- Delivery of advisory and training services by Disney Institute team member(s)
- Materials (as needed)
- Coordination of logistics for services

Pricing Does Not Include:
- Audio/visual requirements
- Food and beverage
- Venue rental fees
- Reimbursable travel expenses for each Disney Institute Engagement team member:
  - Coach class airfare to and from your site(s)
  - Accommodations
  - $125 per day for ground transportation, meals, and incidentals
- Applicable taxes
We are honored to have the potential opportunity to further work with your team. Please take a moment to review the ground rules on the next page that lay the foundation as we continue our journey. We look forward to working with NCAA Division III on this initiative to create and sustain a championship culture!

Thank You!

Jeff B. Leiken  
Account Director  
407.566.6506 office  
407.765.0876 mobile  
jeff.b.leiken@disney.com

David Millay  
Account Manager  
407.566.6407 office  
321.217.3009 mobile  
david.millay@disney.com
**GROUND RULES**

As a necessary formality, we would like to confirm the basis on which we are proceeding with our discussions. Accordingly, by continuing our discussions, each party agrees to the following ground rules:

1) During our discussions, neither party will be exchanging any confidential or proprietary information, and any ideas or information shared between the parties may be used or disclosed by either party without liability or compensation.

2) Each party will keep confidential the fact that the parties are engaged in these discussions.

3) Our discussions are non-binding in nature, and unless and until a mutually acceptable written agreement is signed by both parties, either party will have the right to discontinue these discussions at any time without liability or obligation.

All of us at Disney Institute are extremely excited about the opportunity to have these continued discussions. Thank you!
Disney Institute, NBA align

by John Lombardo, Staff Writer • Nov. 4, 2013 • 2 min read • original

SBJ/Nov. 4-10, 2013/Leagues and Governing Bodies

The NBA is partnering with the Disney Institute to create a leaguewide customer service program to improve the fan experience at NBA arenas.

A steering committee of about nine NBA teams and key concessionaires Levy Restaurants and Aramark met recently with Disney Institute executives in Orlando to begin the creation of a standardized arena customer service program.

SBJ Podcast:
John Lombardo & Abraham Madkour discuss the NBA’s effort with the Disney Institute.

Participation in the program, which is still being developed, will be voluntary, with a near six-figure annual cost to be paid by each participating team. The program will include strategies for teams to improve customer service during game nights along with employee training, and the development of specific customer service standards that will be put into place over time.

Sources said that the Indiana Pacers, Miami Heat, Brooklyn Nets, Orlando Magic and San Antonio Spurs are part of the league’s steering committee, but league officials would not disclose the teams. The Nets and the Magic have used Disney training in the past.

Disney Institute executives will travel to participating NBA teams to customize the program. The number and names of participating teams have not yet been made final, but the program will begin this season and was largely driven by the NBA’s team
marketing and business operations department.

“We are working with Disney to set our own service standards,” said Amy Brooks, senior vice president of the NBA’s team marketing and business operations department. “It will be position specific. There will be behavior guidance for what an usher will do, what a concessionaire will do, or what a ticket taker will do.”

The Disney Institute for two decades has been working with companies to improve customer service and employee training. In recent years, it has worked with a variety of sports clients, including the NFL and major college sports programs such as Michigan State, Tennessee and Arizona State.

While other leagues have used outside services, this marks a deeper alignment where a league has partnered with a group to formulate a specific set of industry standards on the fan experience. It comes at a time when all teams are focused on improving the door-to-door and especially in-arena experience. Disney has forged a solid reputation since making sports a key growth area of its business, and teams that have worked with it praised the approach and training resulting in stronger customer service.

“The focus on the fan experience was a guiding principle into every piece of the development of the Amway Center and it manifested itself through our relationship with the Disney Institute,” said Alex Martins, chief executive officer of the Orlando Magic, who is helping lead the NBA’s expanded involvement with the Disney Institute. “At this point, there is a pilot program with a handful of teams as the first step. Beyond that, there is a league intent to provide it in every one of its buildings.”

The Magic has spent roughly $500,000 with the Disney Institute since the Amway Center opened in 2010, which includes the first-time training and subsequent follow-up. Disney Institute staffers are not embedded within a team organization but visit frequently.

The Nets last year become a Disney client and have extended their agreement to continue to train Barclays Center employees.
“We have aligned with them in every way we can,” said Brett Yormark, chief executive officer of the Brooklyn Nets and Barclays Center. “Other NBA teams are now giving it a shot. The league wants to get the consistency across all NBA venues.”

“Our goal is to create the best game experience in sports,” Brooks said. “Disney is a brand that is known for exceptional service.”

Original URL:
<table>
<thead>
<tr>
<th>Location</th>
<th>Location</th>
<th># of days</th>
<th># of traveling people</th>
<th>Type</th>
<th>Cost Breakdown</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016-17 Disney Programming Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Discovery Visit 1 Travel</td>
<td>TBD</td>
<td>3</td>
<td>2</td>
<td>Air</td>
<td>$500 / person</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>1200</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>2950</td>
</tr>
<tr>
<td>Discovery Visit 2 Travel</td>
<td>TBD</td>
<td>3</td>
<td>2</td>
<td>Air</td>
<td>$500 / person</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>750</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>1200</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>2950</td>
</tr>
<tr>
<td>Common Purpose</td>
<td>WDW Resort</td>
<td>3</td>
<td>12</td>
<td>Air</td>
<td>$500 / person</td>
<td>6000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (NCAA rate)</td>
<td>$75 / person / day</td>
<td>2400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Food and Beverage</td>
<td>$120 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A/V costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>2950</td>
</tr>
<tr>
<td>Service Standards Creation</td>
<td>Indianapolis</td>
<td>2</td>
<td>10</td>
<td>Air</td>
<td>$500 / person</td>
<td>5000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (NCAA rate)</td>
<td>$75 / person / day</td>
<td>2400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Food and Beverage</td>
<td>$120 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A/V costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>31120</td>
</tr>
<tr>
<td>Pilot Service Framework 1</td>
<td>TBD</td>
<td>2</td>
<td>2</td>
<td>Air</td>
<td>$500 / person</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>800</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>16300</td>
</tr>
<tr>
<td>Pilot Service Framework 2</td>
<td>TBD</td>
<td>2</td>
<td>2</td>
<td>Air</td>
<td>$500 / person</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>800</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>2300</td>
</tr>
<tr>
<td>Storytelling &amp; Service Framework</td>
<td>Indianapolis</td>
<td>2</td>
<td>10</td>
<td>Air</td>
<td>$500 / person</td>
<td>5000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (NCAA rate)</td>
<td>$75 / person / day</td>
<td>2400</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>4000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Food and Beverage</td>
<td>$120 / person / day</td>
<td>1000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A/V costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>2300</td>
</tr>
<tr>
<td>Ambassador Engagement Session</td>
<td>WDW Resort</td>
<td>2</td>
<td>62</td>
<td>Air</td>
<td>$500 / person</td>
<td>31000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (NCAA rate)</td>
<td>$75 / person / day</td>
<td>9300</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>21700</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>3000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Food and Beverage</td>
<td>$120 / person / day</td>
<td>14880</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A/V costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>14300</td>
</tr>
<tr>
<td>Module 2 Assessment Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>81880</td>
</tr>
<tr>
<td>Online Program Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>8000</td>
</tr>
<tr>
<td>Materials Development and Printing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>5000</td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>81880</td>
</tr>
<tr>
<td>2016-17 TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>547600</td>
</tr>
<tr>
<td>2017-18 Disney Programming Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Game Environment Summit</td>
<td>TBD</td>
<td>2</td>
<td>50</td>
<td>Air</td>
<td>$500 / person</td>
<td>25000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (NCAA rate)</td>
<td>$75 / person / day</td>
<td>7500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Per Diem (Disney rate)</td>
<td>$125 / person / day</td>
<td>17500</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Hotel</td>
<td>$200 / person / day</td>
<td>3000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Food and Beverage</td>
<td>$120 / person / day</td>
<td>12000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A/V costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Subtotal</td>
<td></td>
<td>67000</td>
</tr>
<tr>
<td>Regional Game Environment Summit Travel</td>
<td>TBD</td>
<td>1</td>
<td>200 participants</td>
<td>Meeting Room Rental</td>
<td></td>
<td>5000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Room Rental</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Meeting Food and Beverage</td>
<td>$80 / person</td>
<td>16600</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A/V costs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>23000</td>
</tr>
<tr>
<td>2017-18 TOTAL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>232800</td>
</tr>
</tbody>
</table>

**ATTACHMENT B**

Supplement No. 03a
### Revenue:

<table>
<thead>
<tr>
<th>Division III 3.18% Revenue Allocation</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
<th>Actual</th>
<th>Chart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division III Other Revenue</td>
<td>27,117,000</td>
<td>29,639,760</td>
<td>2,522,760</td>
<td>3,655,655</td>
<td>N/A</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>27,117,000</td>
<td>29,639,760</td>
<td>2,522,760</td>
<td>3,655,655</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Expenses:

#### Men's Championships

<table>
<thead>
<tr>
<th>Sport</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
<th>Actual</th>
<th>Chart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Baseball</td>
<td>1,825,000</td>
<td>1,842,674</td>
<td>17,674</td>
<td>284,643</td>
<td></td>
</tr>
<tr>
<td>Basketball</td>
<td>959,900</td>
<td>944,431</td>
<td>(15,469)</td>
<td>(130,336)</td>
<td></td>
</tr>
<tr>
<td>Cross Country</td>
<td>519,000</td>
<td>525,965</td>
<td>6,965</td>
<td>129,342</td>
<td></td>
</tr>
<tr>
<td>Football</td>
<td>1,747,000</td>
<td>1,505,230</td>
<td>(241,770)</td>
<td>311,078</td>
<td>587,131</td>
</tr>
<tr>
<td>Golf</td>
<td>523,000</td>
<td>547,712</td>
<td>(24,712)</td>
<td>(6,741)</td>
<td></td>
</tr>
<tr>
<td>Ice Hockey</td>
<td>303,000</td>
<td>320,834</td>
<td>(17,834)</td>
<td>224</td>
<td>103,360</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>431,000</td>
<td>504,354</td>
<td>(73,354)</td>
<td>57,894</td>
<td></td>
</tr>
<tr>
<td>Soccer</td>
<td>1,008,000</td>
<td>1,020,050</td>
<td>(12,050)</td>
<td>1,250,900</td>
<td>946,040</td>
</tr>
<tr>
<td>Swimming &amp; Diving</td>
<td>496,000</td>
<td>547,533</td>
<td>(51,533)</td>
<td>458</td>
<td></td>
</tr>
<tr>
<td>Tennis</td>
<td>592,000</td>
<td>563,310</td>
<td>28,690</td>
<td>(269)</td>
<td></td>
</tr>
<tr>
<td>Track, Indoor</td>
<td>546,000</td>
<td>599,056</td>
<td>(53,056)</td>
<td>1,623</td>
<td></td>
</tr>
<tr>
<td>Track, Outdoor</td>
<td>744,000</td>
<td>785,329</td>
<td>(41,329)</td>
<td>51,222</td>
<td></td>
</tr>
<tr>
<td>Volleyball</td>
<td>164,200</td>
<td>141,279</td>
<td>22,921</td>
<td>909</td>
<td></td>
</tr>
<tr>
<td>Wrestling</td>
<td>367,500</td>
<td>340,176</td>
<td>27,324</td>
<td>(4,255)</td>
<td></td>
</tr>
<tr>
<td>Total Men's Championships</td>
<td>10,225,600</td>
<td>10,301,887</td>
<td>(76,287)</td>
<td>747,844</td>
<td>1,259,561</td>
</tr>
</tbody>
</table>

#### Women's Championships

<table>
<thead>
<tr>
<th>Sport</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
<th>Actual</th>
<th>Chart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball</td>
<td>1,500,900</td>
<td>1,488,400</td>
<td>(22,500)</td>
<td>888</td>
<td></td>
</tr>
<tr>
<td>Basketball Anniversary</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Cross Country</td>
<td>538,000</td>
<td>530,543</td>
<td>7,457</td>
<td>150,837</td>
<td></td>
</tr>
<tr>
<td>Field Hockey</td>
<td>416,500</td>
<td>429,348</td>
<td>(12,848)</td>
<td>99,454</td>
<td></td>
</tr>
<tr>
<td>Golf</td>
<td>311,000</td>
<td>312,607</td>
<td>(1,607)</td>
<td>6,953</td>
<td></td>
</tr>
<tr>
<td>Ice Hockey</td>
<td>273,000</td>
<td>194,987</td>
<td>78,013</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Lacrosse</td>
<td>688,000</td>
<td>624,848</td>
<td>63,152</td>
<td>2,058</td>
<td>45,280</td>
</tr>
<tr>
<td>Rowing</td>
<td>294,000</td>
<td>344,172</td>
<td>(50,172)</td>
<td>(14,847)</td>
<td></td>
</tr>
<tr>
<td>Soccer</td>
<td>1,182,000</td>
<td>1,076,645</td>
<td>105,355</td>
<td>416,911</td>
<td>103,735</td>
</tr>
<tr>
<td>Softball</td>
<td>1,369,000</td>
<td>1,345,423</td>
<td>(23,576)</td>
<td>(1,873)</td>
<td>191,254</td>
</tr>
<tr>
<td>Swimming &amp; Diving</td>
<td>508,000</td>
<td>531,712</td>
<td>(23,712)</td>
<td>790</td>
<td></td>
</tr>
<tr>
<td>Tennis</td>
<td>624,000</td>
<td>604,484</td>
<td>19,516</td>
<td>158</td>
<td></td>
</tr>
<tr>
<td>Track, Indoor</td>
<td>592,000</td>
<td>593,021</td>
<td>(1,021)</td>
<td>(790)</td>
<td></td>
</tr>
<tr>
<td>Track, Outdoor</td>
<td>778,000</td>
<td>866,324</td>
<td>(88,324)</td>
<td>445</td>
<td>37,196</td>
</tr>
<tr>
<td>Volleyball</td>
<td>963,000</td>
<td>963,713</td>
<td>(713)</td>
<td>375,069</td>
<td>30,256</td>
</tr>
<tr>
<td>Total Women's Championships</td>
<td>9,785,400</td>
<td>9,367,083</td>
<td>418,317</td>
<td>1,035,990</td>
<td>410,160</td>
</tr>
</tbody>
</table>

#### Championship Expenses

<table>
<thead>
<tr>
<th>Sport</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
<th>Actual</th>
<th>Chart</th>
</tr>
</thead>
<tbody>
<tr>
<td>Softball</td>
<td>20,011,000</td>
<td>19,686,969</td>
<td>324,031</td>
<td>1,783,835</td>
<td>1,669,721</td>
</tr>
<tr>
<td>Overhead</td>
<td>325,000</td>
<td>325,000</td>
<td>-</td>
<td>81,250</td>
<td></td>
</tr>
<tr>
<td>Total Championship Expenses</td>
<td>20,336,000</td>
<td>19,993,969</td>
<td>342,031</td>
<td>1,885,085</td>
<td>1,669,721</td>
</tr>
</tbody>
</table>

#### Total Revenue & Expenses

<table>
<thead>
<tr>
<th>Branch</th>
<th>2014-15</th>
<th>2015-16</th>
<th>2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>20,336,043</td>
<td>30,140,829</td>
<td>1,956,966</td>
</tr>
<tr>
<td>Expenses</td>
<td>19,835,921</td>
<td>18,726,440</td>
<td>106,715</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>20,984,894</td>
<td>31,867,229</td>
<td>1,956,966</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>19,686,969</td>
<td>18,726,440</td>
<td>106,715</td>
</tr>
<tr>
<td>Chartered</td>
<td>2014-15</td>
<td>2015-16</td>
<td>2016-17</td>
</tr>
<tr>
<td>Revenue</td>
<td>20,336,043</td>
<td>30,140,829</td>
<td>1,956,966</td>
</tr>
<tr>
<td>Expenses</td>
<td>19,835,921</td>
<td>18,726,440</td>
<td>106,715</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>20,984,894</td>
<td>31,867,229</td>
<td>1,956,966</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>19,686,969</td>
<td>18,726,440</td>
<td>106,715</td>
</tr>
</tbody>
</table>
## Preliminary

### 2014-15

<table>
<thead>
<tr>
<th>Expenses (continued): Non-Championship Expenses</th>
<th>Budget</th>
<th>Actual</th>
<th>Difference</th>
<th>Year-to-date Actual</th>
<th>Year-to-date Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Initiative Conference Grants</td>
<td>2,490,900</td>
<td>2,478,140</td>
<td>12,761</td>
<td>2,478,140</td>
<td>2,541,000</td>
</tr>
<tr>
<td>Other Division III Strategic Initiatives</td>
<td>890,000</td>
<td>834,721</td>
<td>55,279</td>
<td>717,005</td>
<td>890,000</td>
</tr>
<tr>
<td>Strategic Alliance Matching Grant</td>
<td>600,000</td>
<td>615,230</td>
<td>(15,230)</td>
<td>558,981</td>
<td>600,000</td>
</tr>
<tr>
<td>Student-Athletic Leadership Conference</td>
<td>356,000</td>
<td>271,929</td>
<td>84,071</td>
<td>356,000</td>
<td>365,000</td>
</tr>
<tr>
<td>Division III Identity Program</td>
<td>600,500</td>
<td>285,998</td>
<td>314,502</td>
<td>39,080</td>
<td>446,000</td>
</tr>
<tr>
<td>DIll Diversity Initiatives</td>
<td>50,000</td>
<td>31,392</td>
<td>18,608</td>
<td>0</td>
<td>231,000</td>
</tr>
<tr>
<td>360 Proof (formerly Drug Education and Research)</td>
<td>600,000</td>
<td>311,192</td>
<td>288,808</td>
<td>180,409</td>
<td>200,000</td>
</tr>
<tr>
<td>ADR Institute</td>
<td>80,000</td>
<td>95,286</td>
<td>(15,286)</td>
<td>8,890</td>
<td>80,000</td>
</tr>
<tr>
<td>FAR Institute</td>
<td>85,000</td>
<td>79,960</td>
<td>5,040</td>
<td>17,937</td>
<td>80,000</td>
</tr>
<tr>
<td>Campus-based Student-Athlete Leadership Programs</td>
<td>80,000</td>
<td>61,946</td>
<td>18,054</td>
<td>43,829</td>
<td>80,000</td>
</tr>
<tr>
<td>Annual Convention</td>
<td>50,000</td>
<td>44,388</td>
<td>5,612</td>
<td>307</td>
<td>70,000</td>
</tr>
<tr>
<td>New AD and Commissioner Orientation</td>
<td>50,000</td>
<td>40,121</td>
<td>9,879</td>
<td>-</td>
<td>60,000</td>
</tr>
<tr>
<td>NADSAA Partnership</td>
<td>51,000</td>
<td>51,551</td>
<td>(551)</td>
<td>-</td>
<td>52,000</td>
</tr>
<tr>
<td>Division-wide Sportmanship Initiative</td>
<td>15,000</td>
<td>13,250</td>
<td>1,750</td>
<td>-</td>
<td>50,000</td>
</tr>
<tr>
<td>Co-SIDA Partnership</td>
<td>44,000</td>
<td>39,500</td>
<td>4,500</td>
<td>-</td>
<td>44,000</td>
</tr>
<tr>
<td>Division III Event Cancellation Insurance</td>
<td>109,000</td>
<td>109,000</td>
<td>-</td>
<td>45,631</td>
<td>55,000</td>
</tr>
<tr>
<td>Special Olympics Partnership</td>
<td>35,000</td>
<td>28,000</td>
<td>7,000</td>
<td>-</td>
<td>35,000</td>
</tr>
<tr>
<td>SWA Enhancement Grant Program (NACWAA/NERS)</td>
<td>26,000</td>
<td>29,699</td>
<td>(3,699)</td>
<td>-</td>
<td>28,000</td>
</tr>
<tr>
<td>Academic Reporting Honorarium</td>
<td>25,000</td>
<td>24,208</td>
<td>792</td>
<td>-</td>
<td>25,000</td>
</tr>
<tr>
<td>Conference Commissioners Meeting</td>
<td>15,000</td>
<td>12,257</td>
<td>2,743</td>
<td>-</td>
<td>20,000</td>
</tr>
<tr>
<td>Other Working Groups</td>
<td>21,000</td>
<td>24,435</td>
<td>(3,435)</td>
<td>-</td>
<td>21,000</td>
</tr>
<tr>
<td>Additional Spring In-Person SAAC Meeting</td>
<td>35,000</td>
<td>18,184</td>
<td>16,816</td>
<td>-</td>
<td>15,000</td>
</tr>
<tr>
<td>DIll Administrator and Commissioner Meeting</td>
<td>25,000</td>
<td>7,761</td>
<td>17,239</td>
<td>11,839</td>
<td>10,000</td>
</tr>
<tr>
<td>Miscellaneous Division III Initiatives</td>
<td>25,000</td>
<td>7,761</td>
<td>17,239</td>
<td>11,839</td>
<td>10,000</td>
</tr>
<tr>
<td>Exploratory/Provisional Membership</td>
<td>6,366</td>
<td>(6,366)</td>
<td>391</td>
<td>-</td>
<td>6,366</td>
</tr>
<tr>
<td>Non-Championships Expense</td>
<td>6,203,400</td>
<td>5,379,107</td>
<td>824,293</td>
<td>4,093,459</td>
<td>5,988,000</td>
</tr>
<tr>
<td>Overhead Allocation</td>
<td>920,000</td>
<td>920,000</td>
<td>-</td>
<td>230,000</td>
<td>957,000</td>
</tr>
<tr>
<td>Total Non-Championships Expenses</td>
<td>7,123,400</td>
<td>6,299,107</td>
<td>824,293</td>
<td>4,323,459</td>
<td>6,945,000</td>
</tr>
</tbody>
</table>

### 2015-16

| Total Division III Expenses                      | 27,459,400 | 26,293,076 | 116,634 | 6,188,544 | 28,267,000 | 26,185,112 | 2,081,888 | 5,564,842 |

### 2016-17

| Excess Revenue over Expense                      | 342,400 | 3,446,949 | - | - | 276,863 | 4,062,432 | - | 438,444 |
| Add: Previous Year's Fund Balance (Unallocated/Unused Funds) | 18,310,554 | 18,310,554 | - | - | 21,757,248 | 21,757,248 | - | 25,819,681 |
| Total Fund Balance (Funds Available for Reserve/Future Use) | 17,968,154 | 21,757,248 | 3,789,094 | 22,034,111 | 25,819,681 | 26,258,125 | 21,757,248 |
| Add: Event Cancellation Insurance Policy         | 5,000,000 | 5,000,000 | - | - | 5,000,000 | 5,000,000 | - | 5,000,000 |
| Less: Mandated Reserve Funds Needed (Note 1)     | 13,558,500 | 13,558,500 | - | - | 14,271,932 | 15,070,415 | - | 14,847,577 |
| Total Division III Projected Unallocated Funds   | 9,409,654 | 13,198,748 | - | - | 12,762,180 | 15,749,266 | - | 16,410,548 |

W:\02 Management Council\2017 Meetings\January\sup_03b_2016-17 Budget-to-Actual (2) at "DIII B to A (NonChamp)" tab
Updated: 1/3/2017 9:48 AM
## Current Scenario - Per Diems + Bracket Expansion + 80/20 Split and Supplemental Spending

**Assumptions:**
- Game Operations increases by X% each fiscal year based on FY2009-10 thru FY2015-16 average increases. Actual growth rate is 4.6% annually.
- Committee expenses increase by X% each fiscal year based on FY2011-12 thru FY2015-16 average increases. Actual growth rate is -2.1% annually.
- Team Transportation increases by X% each fiscal year based on cost per traveler analysis for FY2009-10 thru FY2015-16.
- $1,100 membership dues increase for institutions and $550 increase for conferences in 2017-18.
- Gradually drift to 80/20 Split in champs/non-champs spending beginning in 2018-19 by keeping non-champs base budget flat.

The National Collegiate Athletic Association

### Division III Budget Projections

<table>
<thead>
<tr>
<th>Year</th>
<th>Actual</th>
<th>Actual%</th>
<th>Budget</th>
<th>Projection</th>
<th>Projection</th>
<th>Projection</th>
<th>Projection</th>
<th>Projection</th>
<th>Projection</th>
<th>Projection</th>
</tr>
</thead>
<tbody>
<tr>
<td>2014-15</td>
<td>29,639,760</td>
<td>3.0%</td>
<td>30,140,829</td>
<td>30,852,829</td>
<td>31,365,829</td>
<td>31,365,829</td>
<td>33,093,829</td>
<td>33,876,829</td>
<td>34,365,829</td>
<td>34,716,829</td>
</tr>
<tr>
<td>2016-17</td>
<td>30,852,829</td>
<td>22%</td>
<td>31,365,829</td>
<td>31,903,829</td>
<td>33,093,829</td>
<td>33,876,829</td>
<td>34,365,829</td>
<td>34,716,829</td>
<td>35,193,829</td>
<td>35,716,829</td>
</tr>
</tbody>
</table>

**Revenue:**
- Division III 3.18% Revenue Allocation
- Draw from DIII Reserve
- Additional Revenue from Membership Dues Increase
- Division III Other Revenue

**Total Revenue:** 20,738,790

**Expenses:**
- Championships Game Operations
- Championships Committee
- Championships Team Transportation
- Championships Per Diem
- Championships Overhead Allocation

**Total Championships Expenses:** 19,993,969

- Non-Championships Base Budget
- Non-Championships Overhead Allocation

**Total Non-Championships Expenses:** 6,259,107

**Supplemental Non-Championships Spending from reserve**

**Total Supplemental Spending:**

**Total Division III Expenses:**

**Net Change in Fund Balance:**

**Projected Expense Increase**

**Beginning Fund Balance (Projected Reserve and Unallocated Funds):**

**Net Change in Fund Balance**

**Ending Fund Balance (Projected Reserve and Unallocated Funds):**

**Fund Balance**

**Event Cancellation Insurance Policy**

**Total Reserve Funding Available**

**Mandated Reserve**

**Cash available in excess of reserve policy**

### Notes:
- In process of closing 2015-16 fiscal year. Amounts are not finalized (particularly revenue and overhead allocation).
- 1 Mandated reserve is 5% of the annual DIII revenue allocation, including $5M insurance policy coverage beginning in fiscal year 2014-15.
- Percentage DIII Spend - Championships 75% 76% 76% 78% 77% 77% 77% 77% 78% 78%
- Percentage DIII Spend - Non-Championships 24% 24% 25% 25% 25% 25% 25% 25% 25% 25%

**ADJUSTED Percentage DIII Spend - Non-Championships** 24% 24% 25% 25% 25% 25% 25% 25% 25% 25%
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   - Approval of Guidelines – Waiver of Season of Eligibility for Practice by Transgender Female Student-Athlete.

   (1) **Recommendation.** Approve the guidelines related to determining a season of eligibility for a transgender female student-athletes.

   **Criteria for Determining Season of Eligibility [14.2.4] – Guideline.** For waivers of NCAA Bylaw 14.2.4.1 (minimum amount of participation), during its December 2016 meeting, the subcommittee agreed that NCAA staff may provide relief to a transgender female (male to female) student-athlete to allow her to practice with a women’s team during the year of ineligibility (per Official Interpretation dated May 29, 2015, Item Ref. 2) without using a season of participation, provided:

   1. The student-athlete provides medical documentation to the applicant institution confirming she is in her first-year of being treated with testosterone suppression medication or is within her first year following surgical intervention;

   2. The applicant institution certifies that it has received required medical documentation confirming the student-athlete’s treatment; and

   3. The student-athlete is otherwise eligible for practice.

   (2) **Effective date.** Immediate.

   (3) **Rationale.** During its October meeting, the NCAA Division III Management Council agreed to adopt waiver guidelines allowing NCAA staff to approve legislative relief waivers filed on behalf of a transgender female student-athlete who seeks to practice with a women’s team without using a season of participation during her first year of testosterone suppression treatment or first year post-surgical intervention. These guidelines clarify the necessary information required to process a legislative relief waiver, which waives the use of a season of participation for a transgender female.

   (4) **Budget Impact.** None.
(5) **Student-Athlete Impact.** A transgender female student-athlete will have the opportunity to practice with a women’s team during the first year of being treated with testosterone suppression medication or within the first year of surgical intervention without using a season of participation.

**INFORMATIONAL ITEMS.**

1. **Welcome and Introductions.** The subcommittee chair, Nnenna Akotaobi, welcomed subcommittee members.

2. **Other business.** The committee thanked Sarah Otey for her contributions to the committee and congratulated her on her promotion.

3. **Adjournment.** The subcommittee adjourned at 2:06 p.m. Eastern time.

---

**Committee Chair:** Nnenna Akotaobi, Swarthmore College, Centennial Conference

**Staff Liaisons:** Sarah Otey, Academic and Membership Affairs
                Joni Williamson, Academic and Membership Affairs

---

**NCAA Division III Management Council Subcommittee for Legislative Relief**

**December 1, 2016, Teleconference**

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nnenna Akotaobi, Swarthmore College; Centennial Conference.</td>
</tr>
<tr>
<td>Stevie Baker-Watson, DePauw University; North Coast Athletic Conference.</td>
</tr>
<tr>
<td>Kate Roy, Lyndon State College; North Atlantic Conference.</td>
</tr>
<tr>
<td>Karen Tompson-Wolfe, Westminster College; St. Louis Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentee:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julie Soriero, Massachusetts Institute of Technology; New England Women’s and Men’s Athletic Conference.</td>
</tr>
</tbody>
</table>

**NCAA Staff Support in Attendance:**

| Joni Williamson.                                                                                   |

**Other NCAA Staff Members in Attendance:**

| Erin Burke, Jessica Gonzalez, Jeff Myers and Mary Wilfert.                                      |
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Championship site selection.
   a. **Men’s and Women’s Soccer.** The NCAA Division III Championships Committee approved that Salem, Virginia, serve as the site for the 2016 NCAA Division III Men’s and Women’s Soccer Championships. The City of Salem and the Old Dominion Athletic Conference will serve as co-hosts for the competition to be conducted at Kerr Stadium.

   b. **Men’s and Women’s Tennis.** The committee approved that Chattanooga, Tennessee, serve as the site for the 2017 NCAA Division III Men’s and Women’s Tennis Championships. The Chattanooga Sports Commission and the University of the South will serve as co-hosts for the competition to be conducted at the Champions Tennis Club.

   c. **Men’s and Women’s Swimming and Diving.** The committee approved that the following sites serve as the hosts for the 2017 NCAA Division III Men’s and Women’s Swimming and Diving regionals:

<table>
<thead>
<tr>
<th>Region</th>
<th>Institution/Conference Host</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Northeast/South</td>
<td>Ithaca College</td>
<td>Aquatics Pavilion Ithaca, NY</td>
</tr>
<tr>
<td>Central</td>
<td>Calvin College</td>
<td>Venema Aquatic Center Grand Rapids, MI</td>
</tr>
<tr>
<td>Midwest/South/West</td>
<td>Grinnell College</td>
<td>Charles Benson Bear ’39 Recreation and Athletic Center Grinnell, IA</td>
</tr>
<tr>
<td>Northeast/North</td>
<td>Massachusetts Institute of Technology</td>
<td>Zesiger Center Pool Cambridge, MA</td>
</tr>
</tbody>
</table>

2. **Committee appointments.** The committee approved the following sport and sports rules committee appointments:
   a. Division III Men’s and Women’s Track and Field and Cross Country Committee – A one-year term extension for Chris Daymont, head track and field coach, St. Olaf College.
b. Division III Women’s Basketball Committee – South region, replacing Joeleen Akin: Stephanie Dunn, head women’s basketball coach, Berry College.

c. Men’s and Women’s Ice Hockey Rules Committee replacing Bruce Deventhal – Heather Reinke, assistant director of athletics, Aurora University.

d. Division III Rowing Committee replacing Matthew Baumann – Kristin Maile, director of athletics, Sarah Lawrence College.

e. Division III Men’s and Women’s Swimming and Diving Committee replacing Andre Barbins – Beth DeLaRosby, head women’s swim coach, Carthage College.

f. Division III Men’s Women’s Tennis Committee – West region: Jennifer Dubow, commissioner, Southern California Intercollegiate Athletic Conference.

g. Wrestling Rules Committee replacing Todd Hibbs – Brad Bruhn, head wrestling coach, State University of New York at Cortland.

3. **Ohio River Lacrosse Conference.** The committee approved the single-sport conference waiver for first year automatic qualification eligibility for the Ohio River Men’s Lacrosse Conference and the Ohio River Women’s Lacrosse Conference. Both conferences are approved for 2017 championship automatic qualification.

**Committee Chair:** Gerald Young, Carleton College  
**Staff Liaisons:** Liz Turner Suscha, Championships and Alliances  
Maureen Harty, Academic and Membership Affairs

### Division III Championships Committee  
**October 6, 2016, Teleconference**

| Attendees: |  
| --- | --- |  
| Jennifer Chuks, Williams College; New England Small College Athletic Conference. |  
| Susan Fumagalli, Gettysburg College; Centennial Conference. |  
| Julie Johnson, Ripon College; Midwest Conference. |  
| Tracey Ranieri, State University of New York at Oneonta; State University of New York Athletic Conference. |  
| Terry Small; New Jersey Athletic Conference. |  
| Bill Stiles, Alvernia University; Middle Atlantic Conference. |  
| Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference. |  

| Absentees: |  
| --- | --- |  
| Corey Borchardt, Upper Midwest Athletic Conference. |  
| Joe Weber, University of Texas at Dallas; American Southwest Conference. |
**Guests in Attendance:**
None.

**NCAA Staff Support in Attendance:**
- John Bugner, Championships and Alliances;
- Shalisa Griffin, Championships and Alliances;
- Maureen Harty, Academic and Membership Affairs;
- Louise McCleary, Governance;
- Katherine Plessy, Championships and Alliances;
- Anjellica Rospond, Championships and Alliances;
- Liz Turner Suscha, Championships and Alliances;
- Ethan Walker, Championships and Alliances.

**Other NCAA Staff Members in Attendance:**
None.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

- **In-region competition requirement waiver requests.** The committee approved the following in-region competition waiver requests for the 2016-17 academic year:
  - Southern Virginia University – men’s volleyball;
  - Colorado College – women’s lacrosse.

In both cases, the committee noted scheduling difficulties due to the proximity of in-region opponents as rationale for the waiver approvals.

Committee Chair: Gerald Young, Carleton College  
Staff Liaisons: Liz Turner Suscha, Championships and Alliances  
             Maureen Harty, Academic and Membership Affairs

| Attendees:                                                                                                                                                               |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Corey Borchardt, Upper Midwest Athletic Conference.                                                                                                                         |
| Jennifer Chuks, Williams College; New England Small College Athletic Conference.                                                                                           |
| Susan Fumagalli, Gettysburg College; Centennial Conference.                                                                                                               |
| Julie Johnson, Ripon College; Midwest Conference.                                                                                                                          |
| Tracey Ranieri, State University of New York at Oneonta; State University of New York Athletic Conference.                                                               |
| Terry Small; New Jersey Athletic Conference.                                                                                                                            |
| Bill Stiles, Alvernia University; Middle Atlantic Conference.                                                                                                             |
| Joe Weber, University of Texas at Dallas; American Southwest Conference.                                                                                                   |
| Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.                                                                                             |

Absentees: None.

Guests in Attendance: None.

NCAA Staff Support in Attendance: None.

Other NCAA Staff Members in Attendance: None.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. In-region competition requirement waiver – State University of New York at Canton. The committee noted SUNY Canton’s scheduling difficulty due to its independent status, previously contracted games, and the circumstances of a coaching change. However, these circumstances were not deemed extenuating and the waiver request was denied.

2. Baseball committee appointment. The committee approved that Michael Lindberg, director of athletics at Wells College, be appointed to the NCAA Division III Baseball Committee filling an immediate vacancy.

Committee Chair: Gerald Young, Carleton College
Staff Liaisons: Liz Turner Suscha, Championships and Alliances
Maureen Harty, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corey Borchardt, Upper Midwest Athletic Conference.</td>
</tr>
<tr>
<td>Jennifer Chuks, Williams College; New England Small College Athletic Conference.</td>
</tr>
<tr>
<td>Susan Fumagalli, Gettysburg College; Centennial Conference.</td>
</tr>
<tr>
<td>Julie Johnson, Ripon College; Midwest Conference.</td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta; State University of New York Athletic Conference.</td>
</tr>
<tr>
<td>Terry Small; New Jersey Athletic Conference.</td>
</tr>
<tr>
<td>Bill Stiles, Alvernia University; Middle Atlantic Conference.</td>
</tr>
<tr>
<td>Joe Weber, University of Texas at Dallas; American Southwest Conference.</td>
</tr>
<tr>
<td>Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>
**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Sport committee reports.**

   a. **Baseball.** The committee approved that the following sites serve as hosts for the 2017 NCAA Division III Baseball Regionals:

<table>
<thead>
<tr>
<th>Region</th>
<th>Institution/Conference Host</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central</td>
<td>Webster University</td>
<td>GCS Ballpark; Sauget, IL</td>
</tr>
<tr>
<td>Mideast</td>
<td>Washington and Jefferson College</td>
<td>Ros Memorial Park; Washington, PA</td>
</tr>
<tr>
<td>Midwest</td>
<td>University of Wisconsin-Whitewater</td>
<td>Miller Stadium, Prucha Field; Whitewater, WI</td>
</tr>
<tr>
<td>West</td>
<td>University of Texas at Tyler</td>
<td>Irwin Field; Tyler, TX</td>
</tr>
</tbody>
</table>

   b. **Women’s basketball.**

   - **Officials evaluator at preliminary-round sites.** The committee tabled the Division III Women’s Basketball Committee’s request to send an officials evaluator to preliminary-round sites until its February meeting when it will be considered with other budgetary requests. The committee requested to see more information relative to what other sports do regarding official’s evaluation as well as how coaches are evaluating officials in this process and how that information is used in selecting officials for the championship.

   c. **Field hockey.**

   (1) **Officials radio communication system.** The committee tabled this item to be included on the agenda for its February meeting when it will be considered with other budgetary requests.

   (2) **Officials evaluators at second/third-round sites.** The committee tabled this item to be included on the agenda for its February meeting when it will be considered with other budgetary requests.

   (3) **Day of rest between semifinals and finals.** The committee tabled this item to be included on the agenda for its February meeting when it will be considered with other budgetary requests.
2. Piedmont College – indoor track and field sport sponsorship deadline waiver request. The committee approved Piedmont’s request to include men’s and women’s indoor track and field in its sport sponsorship and for its individual student-athletes to be eligible for the 2017 NCAA Division III Men’s and Women’s Indoor Track and Field Championships.

3. Board of Governors action – alcohol sales at men’s lacrosse. NCAA staff gave an update to the committee regarding the expansion of the alcohol sales pilot program to include the 2017 men’s lacrosse championships.

4. 2018-19 to 2021-22 site selection process. NCAA staff reviewed the timeline for the 2018-22 site selection process. The committee will convene during a teleconference to be scheduled in March 2017 to review all site selection recommendations from sport committees.

Committee Chair: Gerald Young, Carleton College
Staff Liaisons: Liz Turner Suscha, Championships and Alliances
               Maureen Harty, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>Division III Championships Committee</th>
<th>December 15, 2016, Teleconference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
<td></td>
</tr>
<tr>
<td>Corey Borchardt, Upper Midwest Athletic Conference.</td>
<td></td>
</tr>
<tr>
<td>Jennifer Chuks, Williams College; New England Small College Athletic Conference.</td>
<td></td>
</tr>
<tr>
<td>Susan Fumagalli, Gettysburg College; Centennial Conference.</td>
<td></td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta; State University of New York Athletic Conference.</td>
<td></td>
</tr>
<tr>
<td>Terry Small; New Jersey Athletic Conference.</td>
<td></td>
</tr>
<tr>
<td>Bill Stiles, Alvernia University; Middle Atlantic Conference.</td>
<td></td>
</tr>
<tr>
<td>Joe Weber, University of Texas at Dallas; American Southwest Conference.</td>
<td></td>
</tr>
<tr>
<td>Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.</td>
<td></td>
</tr>
<tr>
<td><strong>Absentees:</strong></td>
<td></td>
</tr>
<tr>
<td>Julie Johnson, Ripon College; Midwest Conference.</td>
<td></td>
</tr>
<tr>
<td><strong>Guests in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>None.</td>
<td></td>
</tr>
<tr>
<td><strong>NCAA Staff Support in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>Maureen Harty, Academic and Membership Affairs;</td>
<td></td>
</tr>
<tr>
<td>Louise McCleary, Governance;</td>
<td></td>
</tr>
<tr>
<td>Jeff Myers, Academic and Membership Affairs;</td>
<td></td>
</tr>
<tr>
<td>Laura Peterson-Mlynski, Championships and Alliances;</td>
<td></td>
</tr>
<tr>
<td>Liz Turner Suscha, Championships and Alliances.</td>
<td></td>
</tr>
<tr>
<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>None.</td>
<td></td>
</tr>
</tbody>
</table>
REPORT OF THE
NCAA DIVISION III FINANCIAL AID COMMITTEE
NOVEMBER 14-15, 2016, MEETING

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Recognition of outgoing committee members. The committee recognized that this meeting is the last in-person meeting for Mark Denniston and Terry Wansart.

2. Review March report. The committee reviewed and approved the report from its March 9, 2016, teleconference.

3. Level I reviews. The committee reviewed 57 Level I financial aid reporting 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 Level I review cases:

      (1) 2005-1-03;
      (2) 2005-1-10;
      (3) 2005-2-05;
      (4) 2005-4-09;
      (5) 2006-1-08;
      (6) 2006-1-15;
      (7) 2008-1-08;
      (8) 2008-2-02;
      (9) 2011-1-08;
      (10) 2011-2-03;
      (11) 2013-1-05;
      (12) 2014-2-01;
      (13) 2015-1-01;
      (14) 2015-1-02;
      (15) 2015-4-04;
      (16) 2016-1-03;
      (17) 2016-1-06;
      (18) 2016-1-07;
      (19) 2016-1-09;
      (20) 2016-1-11;
      (21) 2016-1-14;
4. **Level II Review.** Based on the decision of the NCAA Division III Committee on Infractions, the committee conducted a Level II review on Case No. 2016-4-01. The committee agreed to take no further action. The institution’s written response highlighted
two components of its policies and procedures the institution could consider amending beyond the corrective actions already taken.

5. **Review Division III Convention Proposal No. 2017-3 (2-5).** The committee reviewed the existing legislation related to financial aid awards from outside sources and Proposal No. 2017-3, which would amend the requirement that the sponsor of an outside aid award may not restrict the recipient's choice of institution in any way. The committee emphasized the continued administrative burden associated with monitoring sources for all outside financial aid awards received by student-athletes. The committee agreed to consider issuing a best practices document for Division III financial aid directors, pending the outcome of the proposal at the 2017 NCAA Convention.

6. **Division III governance update.** The committee received an update on current key topics within the Division III governance structure including:

   a. NCAA Board of Governor's composition;
   b. NCAA Division III Student Immersion Program;
   c. NCAA Division III Championships web stream improvements; and
   d. NCAA Division III communications survey.

7. **Future meetings.** The committee confirmed its next in-person meeting for February 13-14, 2017, Indianapolis.

8. **Other business.** None.

9. **Adjournment.** The committee adjourned 11:50 a.m. Eastern time, November 15, 2016.

---

*Committee Chair:* Ann Whitmer, Albion College; Michigan Intercollegiate Athletic Assn.

*Staff Liaisons:* Eric Hartung, Research
Sarah Otey, Academic and Membership Affairs
## NCAA Division III Financial Aid Committee
### November 14-15, 2016, Meeting

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephanie Bender, Goucher College; Landmark Conference.</td>
</tr>
<tr>
<td>Mark Denniston, Wilmington College (Ohio); Ohio Athletic Conference.</td>
</tr>
<tr>
<td>Richard Dunsworth, University of the Ozarks (Arkansas); American Southwest Conference.</td>
</tr>
<tr>
<td>Crystal Finefrock Gaff, Plymouth State University; Little East Conference.</td>
</tr>
<tr>
<td>Tina Hill, Randolph College; Old Dominion Athletic Conference.</td>
</tr>
<tr>
<td>Kathryn Kelly, Mount St. Joseph University; Heartland College Athletic Conference.</td>
</tr>
<tr>
<td>Angel Mason, Pomona-Pitzer Colleges; Southern California Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Todd Moravec, Plattsburgh State University of New York; State University of New York Athletic Conference.</td>
</tr>
<tr>
<td>Charlyn Robert, Nichols College; Commonwealth Coast Conference.</td>
</tr>
<tr>
<td>Terry Wansart, Hunter College; City University of New York Athletic Conference.</td>
</tr>
<tr>
<td>Ann Whitmer, Albion College; Michigan Intercollegiate Athletic Association.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eric Hartung and Sarah Otey.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Jones and Jeff Myers.</td>
</tr>
</tbody>
</table>
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   a. Approval of Official Interpretation – Out-of-Season Activities as Part of a National Team Development Program.
      (1) Recommendation. Approve the following official interpretation:

      Out-of-Season Activities as Part of a National Team Development Program (III). The committee confirmed that institutional coaches who have been selected for coaching positions within an Olympic or national team development program are not permitted to identify their team as program participants to circumvent the prohibition on out-of-season athletically related activities. Program participants who are from the same institution as the coach shall have been selected in the same manner as all other program participants.

      [References: NCAA Division III Bylaw 17.1.5.2.2 (Olympic and national team development program)].

      (2) Effective Date. Immediate.

      (3) Rationale. During its September 2016 meeting, the Interpretations and Legislation Committee reviewed the existing legislation related to Olympic and national team development programs. The committee agreed that while selected coaches can identify development program participants, institutional coaches are not permitted to identify their entire team to avoid the application of the out-of-season athletically related activities legislation. This interpretation clarifies that distinction.

      (4) Budget Impact. None.

      (5) Student-Athlete Impact. None.
b. Approval of Official Interpretation – Promotional Activity Involving a Commercial Sponsor or Location.

(1) **Recommendation.** Approve the following official interpretation:

Promotional Activity Involving a Commercial Sponsor or Location (III). The Interpretations and Legislation Committee determined that student-athletes are permitted to distribute information about institutional fundraisers, even if those institutional fundraisers involve a commercial location or sponsor, as information distribution does not constitute promotion of a commercial product or service.

[References: NCAA Division III Bylaws 12.5.1.1 (institutional, charitable, educational or nonprofit promotions) and 12.5.1.1.1 (promotions involving commercial locations/sponsors)].

(2) **Effective Date.** Immediate.

(3) **Rationale.** During its September 2016 meeting, the committee reviewed the legislation regarding a promotional activity involving a commercial sponsor or location. The committee agreed that, within the context of an institutional fundraiser, a student-athlete providing information about the sponsor or location of the fundraiser does not equate to promotion of a commercial sponsor and should be permitted. This interpretation helps clarify the way a student-athlete may be involved with an institutional fundraiser involving a commercial sponsor or location.

(4) **Budget Impact.** None.

(5) **Student-Athlete Impact.** None.

**INFORMATIONAL ITEMS.**

1. **Review September Report.** The committee reviewed and approved the report from its September 15-16 in-person meeting.

2. **2017 NCAA Convention Question and Answer Guide.** The committee began its review of the 2017 NCAA Convention Proposals Question and Answer guide and offered questions for staff to include therein.
3. **Future Meetings.** The committee reviewed dates and times for upcoming meetings and teleconferences.

4. **Other Business.** None.

5. **Adjournment.** The committee adjourned at 12:53 p.m. Eastern time.

---

**Committee Chair:** Shana Levine, Lewis and Clark College  
**Staff Liaisons:** Jeff Myers, Academic and Membership Affairs  
Sarah Otey, Academic and Membership Affairs  
Joni Williamson, Academic and Membership Affairs

---

<table>
<thead>
<tr>
<th>NCAA Division III Interpretations and Legislation Committee</th>
<th>October 20, 2016, Teleconference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
<td></td>
</tr>
<tr>
<td>Chuck Brown, Pennsylvania State University Erie, the Behrend College; Allegheny Mountain Collegiate Conference.</td>
<td></td>
</tr>
<tr>
<td>Sean Cain, Adrian College, (Student-Athlete); Michigan Intercollegiate Athletic Association.</td>
<td></td>
</tr>
<tr>
<td>Jim Cranmer, St. Mary's College of Maryland; Capital Athletic Conference.</td>
<td></td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph's College (Long Island); Skyline Conference.</td>
<td></td>
</tr>
<tr>
<td>Sara Beth Holman, Lawrence University; Midwest Conference.</td>
<td></td>
</tr>
<tr>
<td>Gregg Kaye, Commonwealth Coast Conference.</td>
<td></td>
</tr>
<tr>
<td>Shana Levine, Lewis and Clark College; Northwest Conference.</td>
<td></td>
</tr>
<tr>
<td><strong>Absentee:</strong></td>
<td></td>
</tr>
<tr>
<td>Amy Backus, Case Western Reserve University, University Athletic Association.</td>
<td></td>
</tr>
<tr>
<td><strong>NCAA Staff Liaisons in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>Jeff Myers and Joni Williamson.</td>
<td></td>
</tr>
<tr>
<td><strong>Other NCAA Staff Member in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>Erin Burke.</td>
<td></td>
</tr>
</tbody>
</table>
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
      (1) **Recommendation.** Approve the following official interpretation:

      **Employment and Endorsement of a Recruiting or Scouting Service (III).** The NCAA Division III Interpretations and Legislation Committee confirmed that an athletics department staff member may not be employed (either on a salaried or volunteer basis) in any capacity by a recruiting or scouting service. Additionally, athletics department staff members may not directly promote or endorse a recruiting or scouting service.

      [References: NCAA Division III Bylaws 13.02.12 (recruiting or scouting service), 13.10.2.1 (evaluations for media, recruiting services) and 13.12.2.4.1 (camp/clinic providing recruiting or scouting service)].

      (2) **Effective Date.** Immediate.

      (3) **Rationale.** During its September meeting, the committee reviewed the existing legislation related to an athletic department staff member’s involvement with a recruiting or scouting service. The committee agreed the legislative restrictions regarding the publicity of recruitment as well as limitations regarding the involvement with recruiting services prohibits an athletics department staff member from being employed (either on a salaried or volunteer basis) in any capacity by a recruiting or scouting service or from endorsing the same. This interpretation clarifies an athletics department staff member’s involvement with a recruiting or scouting service.

      (4) **Budget Impact.** None.

      (5) **Student-Athlete Impact.** None.
b. Approval of Official Interpretation – Early Graduation Exception to the Full-Time Enrollment Requirement.

(1) Recommendation. Archive an official interpretation (4/15/2015, Item No. 2-b) and approve the following official interpretation:

Early Graduation Exception to the Full-Time Enrollment Requirement -- Use of Season of Participation (III). The Interpretations and Legislation Committee determined that for a student-athlete to satisfy the early graduation exception to the full-time enrollment requirement and remain eligible for the remainder of the playing season without being enrolled full time, the student-athlete must have graduated (or completed degree requirements for graduation) in less than four consecutive years from initial full-time collegiate enrollment and have been charged with a season of participation for that year prior to the completion of degree requirements.

The early graduation exception applies as follows:

(a) A basketball student-athlete completes degree requirements for graduation at the conclusion of the fall semester in less than four consecutive years. She was charged with a season of participation prior to the completion of the fall semester. This student-athlete satisfies the early graduation exception and would be permitted to continue participation for the remainder of the basketball season without being enrolled.

(b) A tennis student-athlete completes degree requirements for graduation at the conclusion of the fall semester in less than four consecutive years. He was charged a season of participation during the fall semester. This student-athlete satisfies the early graduation exception and would be permitted to participate for the remainder of the tennis season without being enrolled.

(c) A baseball student-athlete completes degree requirements for graduation at the conclusion of the fall semester in less than four consecutive years. He was not charged with the use of a season for participation in the nontraditional segment. This student-athlete would not satisfy the early graduation exception and would need to be enrolled full time at his institution in the spring to participate with and compete on the institution’s baseball team.
(d) A softball student-athlete completes degree requirements for graduation at the conclusion of the winter quarter. She started practice for the softball traditional segment but was not charged with a season of participation prior to the conclusion of the winter quarter. This student-athlete would not satisfy the early graduation exception and would have to enroll full time in the spring quarter to continue participation.

[Note: If a student-athlete does not satisfy the early graduation exception, the student-athlete may still be eligible to participate while not enrolled if another exception applies. Specifically, if a postseason event (e.g., NCAA championship, NAIA championship, NCCAA championship) occurs within 60 days of the end of the semester or quarter in which degree work is completed then the student-athlete would remain eligible for the remainder of the season.]

[References: Bylaws 14.1.8.1.6.7 (eligibility after completion of degree requirements), 14.2.4.1 (minimum amount of participation), NCAA Proposal No. NC-2009-1, NCAA Division III Presidents Council, NCAA Division III Management Council Summary of Actions Fall 2007, and official interpretation (4/15/2015, Item Ref: 2-b, which has been archived)]

(2) **Effective Date.** Immediate.

(3) **Rationale.** During its September meeting, the committee reviewed the early graduation exception to the full-time enrollment requirement and official interpretation (Reference: 4/15/15, Item Ref. 2-b) that clarifies that a student-athlete must have been charged with a season of participation for that year prior to the completion of degree requirements to use the early graduation exception and remain eligible for the playing season while not enrolled full time. The examples in the interpretation, however, were based on a typical academic calendar at a semester school. The committee agreed that the early graduation exception should be applied in the same manner for institutions on semester and quarter systems and requested staff rewrite the official interpretation (Reference: 4/15/15 Item Ref. 2-b) to clarify that distinction. This interpretation clarifies the way the early graduation exception applies for institutions using a semester and quarter system.

(4) **Budget Impact.** None.

(5) **Student-Athlete Impact.** None.
c. Approval of Official Interpretation – Transfer Following Nonparticipation at an NCAA Division I or II Institution.

(1) **Recommendation.** Approve the following official interpretation:

Transfer Following Nonparticipation at an NCAA Division I or II Institution (III). The Interpretations and Legislation Committee confirmed that transfer student-athletes who were Division I or II nonqualifiers only due to the lack of an NCAA Eligibility Center certification are eligible to use the four-year college transfer exception for student-athletes who have never practiced or competed in intercollegiate athletics.

[References: NCAA Division III Bylaws 14.5.5 (four-year college transfers), 14.5.5.1 (general rule), and 14.5.5.1.1 (exception)].

(2) **Effective Date.** Immediate.

(3) **Rationale.** During its September meeting, the committee reviewed the Division III transfer legislation and how it would apply for a nonqualifier from a Division I or II institution. The committee agreed that if a student-athlete was a Division I or II nonqualifier only due to the lack of Eligibility Center certification, the student-athlete should be permitted to use the four-year college transfer exception [Bylaw 14.5.5.1.1 – (a)] for student-athletes who have never practiced or competed in intercollegiate athletics. This interpretation clarifies how to apply the Division III transfer legislation for a Division I or II nonqualifier that is only ineligible due to not registering with the Eligibility Center.

(4) **Budget Impact.** None.

(5) **Student-Athlete Impact.** None.

**INFORMATIONAL ITEMS.**

1. **Review October Report.** The committee reviewed and approved the report from its October 20 teleconference.
2. **2017 NCAA Convention Question and Answer Guide.** The committee continued its review of the 2017 NCAA Convention Proposals Question and Answer guide, clarified several questions and approved the document as amended for publication to the membership.

3. **Future Meetings.** The committee reviewed dates and times for upcoming meetings and teleconferences.

4. **Other Business.** The committee thanked Sarah Otey for her contributions to the committee and congratulated her on her promotion.

5. **Adjournment.** The committee adjourned at 12:39 p.m. Eastern time.

Committee Chair: Shana Levine, Lewis and Clark College  
Staff Liaisons: Jeff Myers, Academic and Membership Affairs  
Sarah Otey, Academic and Membership Affairs  
Joni Williamson, Academic and Membership Affairs

| NCAA Division III Interpretations and Legislation Committee  
November 17, 2016, Teleconference  

| **Attendees:**  
Amy Backus, Case Western Reserve University, University Athletic Association.  
Chuck Brown, Pennsylvania State University Erie, the Behrend College; Allegheny Mountain Collegiate Conference.  
Sean Cain, Adrian College, (Student-Athlete); Michigan Intercollegiate Athletic Association.  
Jim Cranmer, St. Mary's College of Maryland; Capital Athletic Conference.  
Shantey Hill, St. Joseph's College (Long Island); Skyline Conference.  
Shana Levine, Lewis and Clark College; Northwest Conference.  

| **Absentee:**  
Sara Beth Holman, Lawrence University; Midwest Conference.  
Gregg Kaye, Commonwealth Coast Conference.  

| **NCAA Staff Liaisons in Attendance:**  
Jeff Myers, Sarah Otey and Joni Williamson.  

NCAA/sites/gov/DIII_Committees/10_Interpretations_and_Legislative_Committee/MC_Reports/2016/09_ILC_November_Report/ILW.jgd/11172016
REPORT OF THE
NCAA DIVISION III MEMBERSHIP COMMITTEE
OCTOBER 13, 2016, TELECONFERENCE

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and Announcements. The chair commenced business at 1 p.m. Eastern time Thursday, October 13, 2016.

2. Roster and Conflict of Interest. Committee members were reminded of the NCAA Conflict of Interest Policy and proper procedures for recusal in the event that a conflict of interest might arise. Committee members followed the recusal procedures during all deliberations.

3. Review September 8, 2016, Teleconference Report. The committee reviewed the September 8, 2016, teleconference report. NCAA staff noted one correction. The committee approved the report.

4. Sports-sponsorship waiver request – NCAA Bylaw 20.11.3.10.2 (Single-Gender Institution Transitioning to Coeducational Institution) - Chatham University. The committee retroactively approved the request from Chatham University for a waiver of Bylaw 20.11.3.10.2 (single-gender institution transitioning to coeducational institution) for the 2015-16 (retroactive), 2016-17 and 2017-18 academic years. In its decision to retroactively approve the waiver, the committee noted that the institution’s senior administrative staff within athletics and outside athletics was replaced multiple times within the past two academic years. Due to numerous administrative changes and lack of awareness with the need for such a request by the previous administrative leadership, the institution began its transition from a single-gender (female) institution to a coeducational institution during the 2015-16 academic year without first seeking a coeducational transition waiver. Consequently, the institution failed to meet sports-sponsorship requirements in men’s swimming and diving, men’s indoor track and field and men’s outdoor track and field during the 2015-16 academic year. In approving the waiver, the committee noted that the institution, under new presidential and athletics leadership, documented a transition plan that, if followed, will result in meeting sports-sponsorship requirements for both genders for the 2018-19 academic year forward. The committee also noted that the institution has the full support of its conference.

5. Review final draft of updated exploratory membership application. The committee reviewed the final draft of the updated exploratory membership application and approved the document as amended.
6. **Review updated Athletics Program Assessment.** The committee reviewed the updated Athletics Program Assessment, which added further clarification of the supplementary elements necessary for probation institutions for full completion of the assessment. The committee approved the document as submitted.

7. **Update on 2015-16 sports-sponsorship audit outcomes.** Staff provided the committee an update on the sports-sponsorship audit for the 2015-16 academic year. A group of six randomly selected institutions representing 10 percent of Division III institutions that sponsor 16 sports or fewer and that have not been previously audited were reviewed. All six institutions met sponsorship requirements. In addition, a group of 10 for-cause institutions were identified by NCAA research staff based on institutional responses on the Division III sports-sponsorship and demographics form and reviewed. Of the 10 institutions that were identified; eight were found to be in compliance. The remaining two institutions were identified as failing to meet sports-sponsorship requirements. Specifically, College of Mount St. Vincent was placed on probation for the 2016-17 academic year; and Trinity Washington University was placed on restricted status for the 2016-17 academic year.

8. **Election of new chair.** NCAA staff informed the committee with the names of individuals eligible for election to chair of the committee. The staff noted that all eligible individuals who declined to be nominated have been removed from the ballot. Votes will be reported to the NCAA staff not later than October 21.

9. **Assignment of provisional and reclassifying member institution mentors.** The committee reassigned the mentorship matchups of provisional and reclassifying member institutions to account for the mentor duties of departing committee members.

10. **Update on Daniel Webster College.** Staff provided the committee an update on Daniel Webster College. The staff informed the committee that Southern New Hampshire University, a Division II institution, purchased Daniel Webster College and is operating under a “teach-out” configuration for the remainder of the 2016-17 academic year. For the 2016-17 academic year, the two institutions continue to operate as separate athletics programs. At the close of the academic year, the institution status will again need to be reviewed.

11. **Adjournment.** The committee concluded its business and adjourned at 1:59 p.m. Eastern time.
Committee Chair: Heather Benning, Commissioner, Midwest Conference
Staff Liaisons: Jay Jones, Division III Governance, primary liaison
Kristin DiBiase, Academic and Membership Affairs
Jean Orr, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>NCAA Division III Membership Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 13, 2016, Teleconference</td>
</tr>
<tr>
<td><strong>Attendees:</strong></td>
</tr>
<tr>
<td>Heather Benning, Midwest Conference, chair</td>
</tr>
<tr>
<td>Keith Cecil, Transylvania University</td>
</tr>
<tr>
<td>F. Javier Cevallos, Framingham State University</td>
</tr>
<tr>
<td>Terri Deike, LeTourneau University</td>
</tr>
<tr>
<td>William Fell, United States Merchant Marine Academy</td>
</tr>
<tr>
<td>Kim Fierke, Hartwick College</td>
</tr>
<tr>
<td>Charles Harris, Averett University</td>
</tr>
<tr>
<td>Julie Kline, University of La Verne</td>
</tr>
<tr>
<td>Rob Larson, Luther College</td>
</tr>
<tr>
<td>Chris Ragsdale, Heartland Collegiate Athletic Conference</td>
</tr>
<tr>
<td><strong>Absentees</strong></td>
</tr>
<tr>
<td>None.</td>
</tr>
<tr>
<td><strong>Guests in Attendance</strong></td>
</tr>
<tr>
<td>None.</td>
</tr>
<tr>
<td><strong>NCAA Staff Support in Attendance</strong></td>
</tr>
<tr>
<td>Kristin DiBiase, Jay Jones and Jean Orr.</td>
</tr>
</tbody>
</table>
REPORT OF THE 
NCAA DIVISION III MEMBERSHIP COMMITTEE 
NOVEMBER 10, 2016, TELECONFERENCE

**KEY ITEMS.**

- None.

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Welcome and Announcements.** The chair commenced business at 1:03 p.m. Eastern time Thursday, November 10, 2016.

2. **Roster and Conflict of Interest.** Committee members were reminded of the NCAA Conflict of Interest Policy and proper procedures for recusal, in the event that a conflict of interest might arise. Committee members followed the recusal procedures during all deliberations.

3. **Review October 13, 2016, Teleconference Report.** The committee reviewed the October 13, 2016, teleconference report. The committee approved the report.

4. **Update on international membership pilot program.** Staff provided the committee an update on the international membership pilot program. Staff noted the NCAA Division III Management Council reviewed the concept at its last meeting. Discussion at the Management Council meeting focused on the autonomy of each division as the basis of support for ending the pilot program and establishing a permanent avenue for international membership should any individual division so choose.

5. **Institutional Self-Study Guide waiver request – NCAA Constitution 6.3.1 (Self-Study Guide) – Cornell College.** The committee approved the request from Cornell College for a waiver of Constitution 6.3.1 (self-study guide) for the 2016-17 academic year. In its decision to approve the waiver, the committee cited extenuating circumstances surrounding administrative transition that would prevent the successful completion of the ISSG prior to the deadline. The committee noted the institution must complete the Self-Study Guide by June 1, 2018.

6. **Discussion and planning for provisional/reclassifying member education session at the 2017 NCAA Convention.** The committee suggested topics for the educational portion of the provisional and reclassifying member reception. The committee recommended that the educational programming should include best practices for provisional and reclassifying mentoring relationships. The committee also noted that a discussion of the rationale for membership process size limits (2017 NCAA Division III Convention Proposal No. 2017-8) would be appropriate ahead of the vote on that proposal at the Convention Business Session. The committee requested that staff provide the committee a draft itinerary for the education session for discussion prior to the Convention.
7. **Announcement of new Membership Committee members.** Staff informed the committee that Jessica Huntley, assistant executive director, Centennial Conference; and Kristyn King, director of athletics, Rockford University; will begin their terms as the two newest members of the committee effective January 22, 2017.

8. **Announcement of new Membership Committee chair.** Julie Kline, director of athletics of LaVerne University, was selected by the committee to serve as the new committee chair, effective January 22, 2017.

9. **Other Business.** The committee thanked Heather Benning, Kimberly Fierke and Chris Ragsdale for their service on the committee, in the event that there is no business necessitating a December teleconference.

10. **Adjournment.** The committee concluded its business and adjourned at 1:26 p.m. Eastern time.

---

**Committee Chair:** Heather Benning, Commissioner, Midwest Conference  
**Staff Liaisons:** Jay Jones, Division III Governance, primary liaison  
Kristin DiBiase, Academic and Membership Affairs  
Jean Orr, Academic and Membership Affairs

| NCAA Division III Membership Committee  
| November 10, 2016, Teleconference |
| Attendees: |
| Heather Benning, Midwest Conference, chair |
| Keith Cecil, Transylvania University |
| William Fell, United States Merchant Marine Academy |
| Kim Fierke, Hartwick College |
| Charles Harris, Averett University |
| Julie Kline, University of La Verne |
| Chris Ragsdale, Heartland Collegiate Athletic Conference |
| Absentees |
| Terri Deike, LeTourneau University |
| Rob Larson, Luther College |
| Guests in Attendance |
| None. |
| NCAA Staff Support in Attendance |
| Kristin DiBiase, Jay Jones and Jean Orr. |
REPORT OF THE
NCAA DIVISION III MEMBERSHIP COMMITTEE
DECEMBER 1, 2016, ELECTRONIC MAIL

KEY ITEMS.

- None.

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Review November 10, 2016, Teleconference Report.** The committee reviewed the November 10, 2016, teleconference report. The committee approved the report.

2. **Waiver request – NCAA Bylaw 20.3.7.1 (Education Program) – Berea College.** The committee approved the request from Berea College for a waiver of Bylaw 20.3.7.1 (education program) of the presidential attendance requirement at the 2017 NCAA Convention. In its decision to approve the waiver, the committee cited extenuating circumstances. Specifically, the committee noted the Berea College Board of Trustees meeting and the Convention will occur on the same dates. The dates of the Board meetings were scheduled several years in advance and, at the time, Berea did not foresee a conflict with the Convention. Additionally, Berea will send three delegates and its Student-Athlete Advisory Committee president to the Convention. Last, Berea has confirmed future Board meetings will not conflict with future NCAA Conventions.

3. **2017 NCAA Convention Provisional/Reclassifying Member Education Session Agenda.** The committee approved a draft itinerary for the 2017 NCAA Convention Provisional and Reclassifying Member Reception.

Committee Chair: Heather Benning, Commissioner, Midwest Conference
Staff Liaisons: Jay Jones, Division III Governance, primary liaison
Kristin DiBiase, Academic and Membership Affairs
Jean Orr, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>NCAA Division III Membership Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 1, 2016, Electronic Mail</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Heather Benning, Midwest Conference, chair</td>
</tr>
<tr>
<td>Keith Cecil, Transylvania University</td>
</tr>
<tr>
<td>F. Javier Cevallos, Framingham State University</td>
</tr>
<tr>
<td>Terri Deike, LeTourneau University</td>
</tr>
<tr>
<td>William Fell, United States Merchant Marine Academy</td>
</tr>
<tr>
<td>Kim Fierke, Hartwick College</td>
</tr>
<tr>
<td>Charles Harris, Averett University</td>
</tr>
<tr>
<td>Julie Kline, University of La Verne</td>
</tr>
</tbody>
</table>
Rob Larson, Luther College
Chris Ragsdale, Heartland Collegiate Athletic Conference

**Absentees**
None.

**Guests in Attendance**
None.

**NCAA Staff Support in Attendance**
Kristin DiBiase, Jay Jones and Jean Orr.
ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   - Approve the Management Council Nomination of Sean Cain, men’s student-athlete (Adrian College).
     (1) **Recommendation.** Exercise authority under NCAA Bylaw 4.8.2.1 (Exception-Student-Athlete Advisory Committee) to approve the nomination for Sean Cain, men’s soccer student-athlete at Adrian College.
     (2) **Effective Date.** Conclusion of 2017 Convention.
     (3) **Rationale.** Division III legislation prohibits two individuals from the same institution from serving on the Presidents Council and Management Council simultaneously, but allows the Management Council to waive this prohibition only in the case of SAAC nominees to the Management Council. This waiver is necessary as Jeff Docking, President of Adrian College, is a current Division III Presidents Council member.
     (4) **Estimated budget impact.** None.
     (5) **Student-athlete impact.** This approval would allow the nominee recommended from the SAAC to serve on the Management Council, therefore providing the best possible representation to student-athletes.

INFORMATIONAL ITEMS.

1. Administrative items.
   a. **Roster.** The committee reviewed and made corrections to its official roster.
b. **September Teleconference Report.** The committee reviewed its September 2016 teleconference report and noted a spelling correction to the attendance roster. The committee subsequently approved the report as amended.

c. **Policies and Procedures.** The committee reviewed its policies and procedures.

d. **Expectations of SAAC members.** The committee reviewed its policies regarding expectations for SAAC members, including meeting attendance.

e. **Roberts Rules of Order.** The committee reviewed a resource on Roberts Rules of Order for use during the meeting.

f. **Elections.** The committee held elections for its Executive Committee for 2017-18. The following individuals were elected and will assume their duties after the 2017 NCAA Convention:

   (1) Chair – Kayla Porter, women’s volleyball student-athlete from Frostburg State University.

   (2) Vice Chair – Joe Weber, men’s soccer student-athlete from the University of Texas at Dallas.

   (3) Management Council Representatives – Sean Cain, men’s soccer student-athlete at Adrian College; and Megan Warren, softball student-athlete at Defiance College.

g. **Best Practices for Communicating with Conferences and Institutions.** The committee discussed various ways for communicating with conferences and institutions including setting self-reminders, making follow-up phone calls; and building the relationship with the committee member’s primary conference and partner conference.

2. **Information on New Committee Members.** NCAA staff provided the committee with an update on the new committee members who will be starting their terms after the 2017 NCAA Convention.

3. **NCAA Division III Management Council October 2016 Report.** The committee reviewed the October Division III Management Council report and highlighted the action items being sent forward to the Division III President’s Council.
4. **2017 NCAA Convention.**

   a. **Tentative Convention Meeting Schedule.** The committee reviewed a tentative schedule for the 2017 Convention including meeting locations and appropriate attire.

   b. **Special Olympics Clinic.** Staff provided the committee with an update on the Special Olympics activity planned for the Convention. Specifically, the staff is working with representatives from Special Olympics North America and Special Olympics Tennessee to organize a flag football game involving local Special Olympic athletes and Convention attendees.

   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 for this meeting.

   d. **Conference and Partner Conference Meetings.** The committee discussed best practices for attendance at conference and partner conference during Convention.

   e. **Convention Attendance Numbers.** NCAA staff reviewed the anticipated number of Convention attendees comprising non-SAAC Division III students, 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.

5. **Special Olympics Partnership.** NCAA staff provided an update on Division III institutions that have reported a Special Olympic activity this fall. The committee also reviewed the Division III Championships/Special Olympics Event Planning guide, which will be made available to Division III Championship hosts.

6. **Division III SAAC Mental Health Working Group.** The committee continued its discussion regarding mental health and to proceed with its efforts to bring awareness to the issue. The committee discussed the best platforms to get its message out and the voice in which it would like the message conveyed.
7. **Division III SAAC Sportsmanship Working Group.** The committee edited the letter shared with the Management Council during its July meeting and discussed best practices for distribution moving forward.

8. **FARA Convention.** Sean Cain provided the committee with an update on his recent attendance at the 2016 FARA Annual Meeting in Indianapolis.

9. **NCAA Committee Reports.** The committee representatives that serve on Association-Wide and Division III committees provided updates on the most recent meetings and reports.

10. **Legislation.** The committee reviewed the current proposals for the 2017 legislative cycle and discussed the feedback received from the committee members’ conferences and partner conferences. A chart outlining the committee’s position on each proposal as well as a list of the identified positives and negatives is attached to this report. [Attachment]

11. **Academic Misconduct.** Staff presented the committee with an overview of the current academic misconduct policy in Division I. The committee provided feedback following the presentation and supports developing the concept further for Division III.

12. **Filming “It’s On Us” Video Update.** Select committee members filmed clips to be used in the updated Association-Wide “It’s On Us” video campaign.

13. **Student-Athlete Engagement Committee Discussion.** At the recommendation of the NCAA Board of Governors, all three divisional SAACs discussed the possible creation of a Board of Governors Subcommittee focused on student-athlete engagement. The committee voted to recommend that the Board of Governors establish an Association-Wide, student-led committee that focuses on the facilitation of dialogue on issues, polices and the execution of key initiatives that affect all three divisions. The committee provided feedback on committee composition, recommended the committee be composed of nine student-athletes (three from each divisional SAAC), one Board of Governors member and one nonvoting NCAA staff liaison, and underscored the importance of term timing and length. The committee noted that it would recommend the use of external subject matter experts as needed and not define those individuals as members. The committee also expressed its desire to see racial, gender and geographic diversity represented.
14. **Division III Updates.** Louise McCleary, director of Division III, provided the committee with an update on Division III governance. Specifically, Ms. McCleary covered the following:

   a. Board of Governors update;
   b. Division III budget;
   c. NCAA Convention preview;
   d. Working group updates;
   e. Sportsmanship and Game Environment Working Group update;
   f. Special Olympics partnership.

15. **Future meetings.**

   b. April 23-24, 2017; Indianapolis.

16. **Adjournment.** The meeting was adjourned at noon Eastern time.

   *Committee Chair:* Rob Wingert, Stevenson University; Middle Atlantic Conference.
   *Staff Liaisons:* Jay Jones, Division III Governance
                  Brynna Barnhart, Enforcement
                  Jean Orr, Academic and Membership Affairs
                  Laura Peterson-Mlynski, Championships and Alliances
### Division III Student-Athlete Advisory Committee
#### November 13-14, 2017, Meeting

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nnenna Akotaobi, Swarthmore College, Old Dominion Athletic Conference.</td>
</tr>
<tr>
<td>Brad Bankston, Old Dominion Athletic Conference.</td>
</tr>
<tr>
<td>Sean Cain, Adrian College; Michigan Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Zachary Cook, College at Brockport, State University of New York; State University of New York Athletic Conference.</td>
</tr>
<tr>
<td>Christopher Deddo, State University of New York Maritime College; Skyline Conference.</td>
</tr>
<tr>
<td>Ryan Fennelly, Rhodes College; Southern Athletic Association.</td>
</tr>
<tr>
<td>Jessica Jean, John Jay College of Criminal Justice; City University of New York Athletic Conference.</td>
</tr>
<tr>
<td>Nicole Monick, Johnson State College; North Atlantic Conference.</td>
</tr>
<tr>
<td>Callie Olson, Lakeland College; Northern Athletics Collegiate Conference.</td>
</tr>
<tr>
<td>Chris O’Rourke, Becker College; New England Collegiate Conference.</td>
</tr>
<tr>
<td>Elissa Pheneger, North Central University; Upper Midwest Athletic Conference.</td>
</tr>
<tr>
<td>Kayla Porter, Frostburg State University; Capital Athletic Conference.</td>
</tr>
<tr>
<td>Rosamaria Riccobono, Eastern Connecticut State University; Little East Conference.</td>
</tr>
<tr>
<td>Michael Rubayo, Swarthmore College; Centennial Conference.</td>
</tr>
<tr>
<td>Taryn Stromback, Ohio Northern University; Ohio Athletic Conference.</td>
</tr>
<tr>
<td>Megan Warren, Defiance College; Heartland Collegiate Athletic Conference.</td>
</tr>
<tr>
<td>Rob Wingert, Stevenson University; Middle Atlantic Conference.</td>
</tr>
<tr>
<td>Greg Woods, Springfield College; New England Women’s and Men’s Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kyera Bryant, Eastern Nazarene College; Commonwealth Coast Conference.</td>
</tr>
<tr>
<td>Tanner Milliron, University of Wisconsin-River Falls; Wisconsin Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Joseph Weber, University of Texas at Dallas; American Southwest Conference.</td>
</tr>
<tr>
<td>Alaina Woo, Pomona-Pitzer Colleges; Southern California Intercollegiate Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brynna Barnhart, Jay Jones, Jean Orr, Laura Peterson-Mlynski</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brain Burnsed, Ken Kloeppep, Louise McCleary, Jeff Myers, Donald Remy and Carrie Snyder.</td>
</tr>
</tbody>
</table>
This document details the pros and cons the national Student-Athlete Advisory Committee has considered to date. Please note this is not an exhaustive list. This document is intended to help guide institution and conference discussions and considerations.

NOVEMBER 13-14, 2016, MEETING

2017-1 (2-1) INDEPENDENT MEDICAL CARE FOR DIVISIONS II AND III INSTITUTIONS

Support (17) – Oppose (0) – Abstain (1)

<table>
<thead>
<tr>
<th>PROS</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The designation could be the head athletic trainer. Therefore, it is not necessary to create an additional or new position. Instead the institution would officially designate these responsibilities to an individual already performing these responsibilities.</td>
<td>1. How will this independent medical care be paid for? Is this adding more work to someone's already-full plate? If this is an individual not directly connected to the institution, is this person the best fit (i.e., physician from a local hospital/practice)?</td>
</tr>
<tr>
<td>2. This is more risk management than legal mitigation.</td>
<td>2. Athletic training staff is short staffed already, and this seems like a lot of work. Hesitant to give someone more work without tying some sort of financial compensation to it.</td>
</tr>
<tr>
<td>3. This designation is needed – it creates consistency throughout the membership.</td>
<td></td>
</tr>
<tr>
<td>4. It could potentially alleviate some responsibility by streamlining the process and making athletic training staffs more efficient.</td>
<td></td>
</tr>
</tbody>
</table>

2017-2 (2-4) ELIGIBILITY -- GRADUATE AND POSTBACCALAUREATE TRANSFERS

Support (17) – Oppose (1) – Abstain (0)

<table>
<thead>
<tr>
<th>PROS</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Allows opportunities for student-athletes – especially those who attend schools that do not offer graduate degrees.</td>
<td>1. Division III philosophy focuses on four-year, undergraduate participation.</td>
</tr>
</tbody>
</table>
### 2017-2 (2-4) Eligibility -- Graduate and Postbaccalaureate Transfers (Continued)

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. A lot of student-athletes take AP courses in high school and graduate in two or three years, thus graduate transfer legislation may have more of an impact than just one season.</td>
<td>2. A transfer graduate student-athlete might take playing time away from other student-athletes who have worked to earn a participation opportunity.</td>
</tr>
<tr>
<td>3. Is the Division III philosophy on a four-year, undergraduate experience correct/appropriate?</td>
<td>3. Competitive disadvantage for schools without graduate programs, and more of an advantage for institutions with more robust post-graduate programs.</td>
</tr>
<tr>
<td>4. A student-athlete may remain at his/her current institution and participate as a graduate student-athlete, so why couldn't that same student-athlete transfer and have the same opportunity?</td>
<td>4. Not appropriate that a Division I or Division II student-athlete could transfer as a graduate student to a Division III institution.</td>
</tr>
<tr>
<td>5. How many student-athletes would take advantage of the opportunity to participate as a graduate student-athlete given the heavy work load of graduate programs?</td>
<td>5. There needs to be a way to hold graduate student transfers accountable to pursuing a legitimate degree.</td>
</tr>
<tr>
<td>6. Could possibly disrupt the traditional, four-year undergraduate experience.</td>
<td></td>
</tr>
</tbody>
</table>

### 2017-3 (2-5) Financial Aid from Outside Sources -- NCAA Bylaw 15.2.3.

Support (17) – Oppose (1) – Abstain (0)

<table>
<thead>
<tr>
<th>Pros</th>
<th>Cons</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. This type of financial aid has nothing to do with how good someone is at a sport, but how the sport impacts that person's life.</td>
<td>1. Several opportunities for individuals to take advantage of the legislation (i.e., loopholes).</td>
</tr>
<tr>
<td>2. There are so many of these types of financial aid packages not even being checked by financial aid officers.</td>
<td>2. A way for donors to influence student-athletes to go to the institution of the donor's choice.</td>
</tr>
</tbody>
</table>
3. Reduces administrative confusion/burden.  3. Not the same opportunity for student-athletes who have more options of institutions in a particular state.

4. Would be good for institutions because student-athletes do not know about these financial aid restrictions.

**2017-4 (2-6) PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- STANDARDIZATION OF ANNUAL CONTEST AND DATE OF COMPETITION EXEMPTIONS**

Support (17) – Oppose (0) – Abstain (1)

<table>
<thead>
<tr>
<th>PROS</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Most opposition was due to lack of understanding about proposal.</td>
</tr>
<tr>
<td></td>
<td>2. Every sport knows what is best. Allow each sport to choose for itself.</td>
</tr>
</tbody>
</table>

**2017-5 (2-8) PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND LACROSSE -- PRESEASON JOINT PRACTICE, SCRIMMAGE OR EXHIBITION -- EXEMPTION FROM MAXIMUM CONTEST AND DATE OF COMPETITION LIMITATIONS**

Support (17) – Oppose (0) – Abstain (1)

| PROS                                                                 | CONS                                                                 |
|                                                                     |                                                                      |

**2017-6 (2-7) PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- REQUIRED DAY OFF FOR TRACK AND FIELD INDOOR/OUTDOOR AND SWIMMING AND DIVING**

Support (15) – Oppose (0) – Abstain (3)

| PROS                                                                 | CONS                                                                 |
| 1. Since these are truly individual disciplines within each sport, this would be beneficial to those student-athletes. | 1. Concern for coaches having their own day off if there are not enough coaches to cover all of the student-athletes. |
### 2017 NCAA Division III Student-Athlete Advisory Committee Pro-Con Legislation Chart

#### 2017-7 (2-3) RECRUITING -- TRYOUTS AND CAMPS AND CLINICS -- DEREGLATING CAMPS AND CLINICS

<table>
<thead>
<tr>
<th>PROS</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <strong>A prospective student-athlete (PSA) could go to a camp/clinic for less money than joining a sports club.</strong></td>
<td>1. <strong>Struggle with the integrity of how coaches may go about holding these camps/clinics.</strong></td>
</tr>
<tr>
<td>2. <strong>Coaches could still have an active role in camps/clinics and could see how a PSA responds to a particular coaching style.</strong></td>
<td>2. <strong>SAAC opposed tryout legislation two years ago.</strong></td>
</tr>
<tr>
<td>3. <strong>Pressure on PSAs to attend a camp/clinic in order to be recruited.</strong></td>
<td>3. <strong>Pressure on institutions to host camps/clinics to remain competitive with other institutions in their conferences to recruit the best PSAs.</strong></td>
</tr>
<tr>
<td>4. <strong>Pressure on institutions to host camps/clinics to remain competitive with other institutions in their conferences to recruit the best PSAs.</strong></td>
<td>4. <strong>Deregulating the tryout legislation is contrary to the DIII philosophy because PSAs can be eliminated based on athletics ability.</strong></td>
</tr>
<tr>
<td>5. <strong>Deregulating the tryout legislation is contrary to the DIII philosophy because PSAs can be eliminated based on athletics ability.</strong></td>
<td>5. <strong>It is much easier for institutions to host camps/clinic, make money, and use as a recruiting tool.</strong></td>
</tr>
<tr>
<td>6. <strong>It is much easier for institutions to host camps/clinic, make money, and use as a recruiting tool.</strong></td>
<td>6. <strong>It could be a possibility that a PSA never sees/interacts with a coach during camp/clinic.</strong></td>
</tr>
</tbody>
</table>

**Support (17) – Oppose (2) – Abstain (0)**
### 2017-8 (2-9) CLASS SIZE LIMIT – NCAA BYLAW 20.3.2 (CLASS SIZE AND ASSIGNMENT)

#### Support (13) – Oppose (2) – Abstain (3)

<table>
<thead>
<tr>
<th>PROS</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Division III is a big division and any institution that wants to make the transition and wants to go through the process should be able to so. Division III should not limit the number of institutions that would like to join Division III.</td>
<td></td>
</tr>
<tr>
<td>2. If an institution meets the criteria, it should be welcomed to join Division III.</td>
<td></td>
</tr>
</tbody>
</table>

### 2017-9 (2-2) LEGISLATIVE AUTHORITY AND PROCESS -- AMENDMENT PROCESS -- RECONSIDERATION -- ELIMINATE WINDOW OF RECONSIDERATION AND PROHIBIT ADDITIONAL RECONSIDERATION

#### Support (12) – Oppose (2) – Abstain (4)

<table>
<thead>
<tr>
<th>PROS</th>
<th>CONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. There could possibly be a manipulation of the process without the adoption of the proposal.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ACTIO

1. Legislative Items.
   a. AMATEURISM, RECRUITING AND AWARDS, BENEFITS AND EXPENSES -- ELIGIBILITY RAMIFICATIONS -- RESTITUTION FOR RECEIPT OF IMPROPER BENEFITS.
      (1) Recommendation: Sponsor legislation for the 2018 NCAA Convention to increase from $100 to $200 the value of improper benefits for which restitution is required.
      (2) Effective Date: August 1, 2018.
      (3) Rationale: The restitution value has not been reviewed by the membership for approximately 10 years. Review of case data indicates an increase to $200 will decrease bureaucracy and increase efficiency for the benefit of the Division III membership. This change will not eliminate the need to report an institutional violation to the NCAA enforcement staff or to request reinstatement if relief from repayment or an alternative reinstatement condition to repayment is requested (e.g., community service).
      (4) Estimated Budget Impact: None.
      (5) Student-Athlete Impact: The eligibility of a student-athlete who receives an impermissible benefit of $200 or less may be restored upon repayment of the impermissible benefit without the need for reinstatement.
   b. ETHICAL CONDUCT -- SPORTS WAGERING ACTIVITIES -- SANCTIONS.
      (1) Recommendation: Sponsor legislation for the 2018 NCAA Convention to eliminate the legislated penalty for sports wagering.
      (2) Effective Date: Immediate.
      (3) Rationale: The student-athlete reinstatement process offers the opportunity for the committee and NCAA student-athlete reinstatement staff to review cases on an individual basis and consider the totality of the circumstances. For violations that trigger the legislated sports wagering sanctions, the minimum penalty is automatic and cannot be appealed. To promote increased fairness, the committee believes it is important to conduct a case-by-case review of these sports wagering violations and provide for an appellate opportunity. Further, it is important to note that if the proposal is
adopted, the legislated sanctions will be incorporated into the Division III Student-Athlete Reinstatement guidelines, which would recognize the Association’s continued emphasis on the severity of sports wagering violations. Note: Bylaw 10.3.2 is a common provision across NCAA Divisions I, II and III.

(4) Estimated Budget Impact: None.

(5) Student-Athlete Impact: None.

2. **Nonlegislative Items.**

- None.

**INFORMATIONAL ITEMS.**

1. **Contemporaneous Medical Documentation Standards.** The reinstatement staff provided the committee with an update specific to the review of medical documentation standards used to review medical hardship waivers. The committee reviewed physician feedback from the NCAA Committee on Competitive Safeguards and Medical Aspects of Sports (CSMAS) specific to noncontemporaneous medical documentation from a physician supported by contemporaneous documentation from a non-physician medical practitioner and considered whether licensed “physician extenders” operating under the direction or supervision of a licensed physician (e.g., nurse practitioner, physician assistant) may be the primary providers of medical documentation. The committee required CSMAS to provide feedback on a potential legislative change which would allow only physicians, nurse practitioners and physician assistants to be primary providers of medical documentation.

2. **Review of NCAA Divisions I, II and III Committees on Student-Athlete Reinstatement Philosophy.** The committee discussed and amended the current Student-Athlete Reinstatement Philosophy to further articulate its focus on fairness and student-athlete well-being, while maintaining the students-first philosophy throughout the student-athlete reinstatement process. The committee requested the reinstatement staff include the revised philosophy statement in both the policies and procedures and divisional guidelines documents.

3. **Review of Application of Community Service Guideline.** The committee reviewed its current guideline regarding use of community service as a condition of reinstatement and recent case precedent where institutions elected to require student-athletes to complete community service in lieu of repayment of an impermissible benefit received. The committee discussed whether the 50-hour community service maximum remains
appropriate and requested the reinstatement staff continue to track case precedent involving repayment or community service and to provide an update at its May 2017 meeting.

4. **Financial Aid Update.** The reinstatement staff provided the committee an update regarding the number of reinstatement cases processed since May 2016 involving financial aid violations. The committee requested the reinstatement staff provide additional information and case data regarding financial aid violations at its May 2017 committee meeting.

5. **Flexible Student-Athlete Reinstatement Decisions.** The committee reviewed recent reinstatement staff decisions that provided relief from established case precedent and/or committee guidelines. All cases reviewed were accepted and will remain available for precedent within the database consistent with the NCAA Divisions I, II and III Committees on Student-Athlete Reinstatement Policies and Procedures.

6. **Review of Guidelines.** The committee reviewed and approved revisions to its guidelines, including a revision to the community service guideline to clarify its original intent that no additional repayment is required beyond the 50-hour community service maximum.

7. **Review of Reinstatement Policies and Procedures.** The committee reviewed and approved editorial revisions to the NCAA Divisions I, II and III Committees on Student-Athlete Reinstatement Policies and Procedures.

8. **Summary of Cases Reviewed by Reinstatement Staff and Appeals Heard by the Committee.** The committee received a summary of reinstatement cases and waivers processed and a summary of appeals heard by the committee from July 1, 2015, through June 30, 2016.

9. **Division III Summary of Actions.** The committee received an update regarding proposed legislation for the 2017 NCAA Convention relevant to student-athlete reinstatement.

10. **Governance Update.** The director of Division III updated the committee on several items, including the following: 2017 NCAA Convention schedule and programming, including continuation of the Athletics Direct Report (ADR) Institute and Student Immersion Program; composition of the NCAA Board of Governors and ad-hoc working groups; championship webcast enhancements; and availability of the NCAA Eligibility Center registration process for prospective and enrolled student-athletes.
11. Litigation Update. NCAA general counsel provided an update regarding litigation involving the Association.

12. Continuing Education. The reinstatement staff provided the committee with continuing education specific to student-athlete reinstatement case processing.

13. Other Business. The reinstatement staff provided the committee with information regarding the Division III Management Council’s recommendation to adopt waiver guidelines allowing NCAA staff to approve legislative relief waivers filed on behalf of transgender female student-athletes who seek to practice with a women’s team without using a season of participation during their first year of testosterone suppression treatment or first year post-surgical intervention. The committee will review the legislative relief waiver guidelines at its next meeting to determine whether creation of a similar guideline related to season-of-participation waivers is appropriate.

14. Future Meetings. The committee established the following future meeting dates and locations:


   b. December 2017, Indianapolis.

Committee Chair: Lisa Sardinia, Pacific University (Oregon); Northwest Conference
Staff Liaison: Stephanie Grace, Academic and Membership Affairs

| NCAA Division III Committee on Student-Athlete Reinstatement |
| November 30-December 1, 2016, Meeting |
| Attendees: |
| Matthew Burke, Mount Ida College; Great Northeast Athletic Conference. |
| Frank Millerick, Becker College; New England Collegiate Conference. |
| Carlton Pickron, Westfield State University; Massachusetts State Collegiate Athletic Conference. |
| Lisa Sardinia, Pacific University (Oregon); Northwest Conference. |
| Brian Williams, State University of New York at New Paltz; State University of New York Athletic Conference. |
| Robert Wingert, Stevenson University; Middle Atlantic Conference. |
| NCAA Staff Support in Attendance: |
| Stephanie Grace, Maison Haines, Julie Sargent. |
| Other NCAA Staff Members in Attendance: |
| Louise McCleary, Jeff Myers. |
REPORT OF THE
NCAA COMMITTEE ON SPORTSMANSHIP AND ETHICAL CONDUCT
OCTOBER 3-4, 2016, MEETING

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. Peter Smith, director of athletics at Kenyon College, serving as chair for the meeting in the absence of Sherard Clinkscales, director of athletics at Indiana State University, welcomed the committee to the meeting.


3. National office updates. Karen Tompson-Wolfe, faculty athletics representative at Westminster College (MO), provided an update from the Division III working group for Sportsmanship and Game Environment, noting that Division III has been developing a module-based certification program to improve positive game environment.

NCAA staff provided the committee an update on two programs within championships used to review and check the criminal history of officials under consideration to officiate NCAA championships in several sports. The committee discussed the positive steps that these programs can provide to improving sportmanship and the environment of the collegiate game.

4. RESPECT campaign update. The committee discussed the final release of the RESPECT campaign and the website that contains the campaign materials. The committee discussed how the campaign could grow from year to year in order to not become stagnant to the membership. NCAA staff indicated that there would be a booth at the NCAA Convention to provide information to attendees about the campaign and the committee’s Sportmanship Awards.

5. Evaluation of NCAA sportmanship. The committee discussed what efforts could be made to increase the visibility of good and positive acts of sportmanship, as well as increasing the committee’s involvement in the global discussion of ethical conduct issues. The committee expressed interest in working with the national office’s governance staffs, committees and working groups to expand the concept of the RESPECT campaign, “it’s the name of the game” beyond the playing field. The committee directed staff to distribute a request to all NCAA playing rules committees to include sportmanship as a significant point of emphasis for the coming year.
6. **Review of Sportsmanship Award applications.** The committee reviewed the current nomination process and proposed that nominations be submitted by the conference office for consideration. Nominations for sports that are not sponsored at the conference level and submissions by independent institutions will be permitted from the institution. NCAA staff will include examples of previous award recipients with the nomination information to assist and educate the membership. For nominations for the Bob Frederick Award, staff will reconfirm the nominator would like to keep the nomination in consideration for the award each year. This recommendation is a change for the current process that keeps a nomination in consideration for three years.

7. **Review of committee webpage.** The committee discussed the content of the Committee on Sportsmanship and Ethical Conduct webpage. With the completion of the RESPECT campaign revamp, the committee plans to emphasize the importance of the NCAA core values and how to address issues of ethical misconduct. The committee will work with NCAA staff to work with other committees within the membership to elevate sportsmanship and ethical conduct as an important value of the association.

8. **Selection of committee chair.** The committee selected Peter Smith, director of athletics at Kenyon College, as the committee chair for the 2016-17 academic year.

9. **Future meetings and teleconferences.** The committee recommended meeting in-person in late July. Tentatively, staff is exploring July 23-25 as a possible annual meeting date. The committee will also hold two teleconferences during the year.

10. **Adjournment.** The meeting adjourned at 10:45 a.m. Eastern time.

Committee Chair: Sherard Clinkscales, Indiana State University, Missouri Valley Conference.
Staff Liaison(s): Ben Brownlee, Championships and Alliances.
### NCAA Committee on Sportsmanship and Ethical Conduct
#### October 3-4, 2016, Meeting

**Attendees:**
- Sherene Brantley, Duquesne University; Atlantic 10 Conference.
- Jud Damon, Flagler College; Peach Belt Conference.
- Alyssa Drachslin, Temple University; American Athletic Conference, Division I Student-Athlete Advisory Committee.
- Debbie Ingram, University of Tennessee at Chattanooga, Southern Conference.
- Laura Liesman, Georgian Court University; Central Atlantic Collegiate Conference.
- Steve O’Brien, U.S. Naval Academy; Patriot League.
- Peter Smith, Kenyon College; North Coast Athletic Conference.
- Karen Tompson-Wolfe, Westminster College (Missouri); St. Louis Intercollegiate Athletic Conference.

**Absentees:**
- Sherard Clinkscales, Indiana State University; Missouri Valley Conference.
- Stevie Martinez, Texas A&M International University; Heartland Conference, Division II Student-Athlete Advisory Committee.
- Christopher O’Rourke, Becker College; New England Collegiate Conference, Division III Student-Athlete Advisory Committee.

**Guests in Attendance:**
None.

**NCAA Staff Support in Attendance:**
- Ben Brownlee, NCAA.
- Tiese Roxbury, NCAA.
- Tifini Grimes, NCAA.

**Other NCAA Staff Members in Attendance:**
None.
REPORT OF THE
NCAA COMMITTEE ON WOMENS ATHLETICS
SEPTEMBER 14-15, 2016 MEETING

KEY ITEMS.

1. **2016 NCAA Woman of the Year selection.** The committee selected the 2016 NCAA Woman of the Year award winner. The award winner will be announced at the Woman of the Year awards dinner on Oct. 16.

2. **New committee chair and vice chair appointments.** The committee appointed Sherika Montgomery, associate commissioner/senior woman administrator at the Big South Conference, and Diana Kling, associate commissioner/senior woman administrator at the Peach Belt Conference, as the new chair and vice chair, respectively, of the committee.

ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   
   a. **Transgender student-athlete/season of participation. [Division III]**

      (1) **Recommendation.** The committee recommends that the Division III Management Council establish waiver guidelines that would allow Division III transgender female (transitioning from male to female) student-athletes to practice during their first year of testosterone suppression without using a season of participation.

      (2) **Effective date.** Immediate.

      (3) **Rationale.** The NCAA’s transgender student-athlete participation policy requires that a student-athlete who is transitioning from male to female undergo a minimum one year of testosterone suppression before she is eligible to compete on a women’s team. Because Division III legislation requires that a student-athlete use a season of participation for practice following the first date of competition, a transgender female student-athlete does not have the opportunity to practice with the women’s team without using a season of participation. The committee recognizes that “no redshirting” is a core tenet for Division III, but contends that a student-athlete should not lose a season of participation because she is pursuing her true identity and is fulfilling NCAA policy requirements for transgender student-athlete participation. Division III athletics
administrators at both the institutional and conference levels raised concerns about this issue at the 2016 NCAA Inclusion Forum in April and in various communications to the NCAA’s office of inclusion staff.

(4) **Estimated budget impact.** None.

(5) **Student-athlete impact.** Waiver guidelines allowing transgender female student-athletes to practice without using a season of participation would allow these student-athletes the opportunity to engage in a team environment with individuals sharing the same gender identity without foregoing an opportunity for a competitive season.

b. **Initiatives that support equity.**

(1) **Recommendation.** The committee recommends that the office of inclusion engage in the following projects in 2016-17: 1) Senior Woman Administrator (SWA) Research Project; 2) Partnership with the University of Minnesota Tucker Center for Research on Girls and Women in Sport on a research project on women coaches; and 3) 2nd Edition of the Status of Women in Intercollegiate Athletics Report.

(2) **Effective date.** Immediate and projects will be concluded by summer 2017.

(3) **Rationale.** All three projects will support the Association’s initiatives to increase women in leadership positions in intercollegiate athletics.

(4) **Estimated budget impact.** Funding for these projects will be supported by the office of inclusion 2016-17 approved budget.

(5) **Student-athlete impact.** Student-athletes benefit from diverse leadership and inclusive cultures.

c. **Add “gender identity” to the NCAA Inclusion Statement.**

(1) **Recommendation.** The committee recommends that the Board of Governors consider adding “gender identity” to the NCAA Inclusion Statement (2010).

(2) **Effective date.** Immediate.

(3) **Rationale.**

a. When the original inclusion statement was adopted, “gender identity” was infrequently included in various inclusion statements. However, as society continues to evolve in its views on diversity and inclusion, there is an increasing expectation of equity and fair treatment based on gender identity.
The Board of Governors’ recent decisions to issue a non-discrimination statement and to remove NCAA championships from North Carolina serve as actions that support “gender identity” being included in the NCAA’s Inclusion Statement.

c. The Office for Civil Rights’ Dear Colleague Letter, issued on May 13, 2016, states that Title IX specifically prohibits discrimination based on gender identity.

d. The second edition of the NCAA’s transgender guide (anticipated publication in November 2016) will be a more effective and meaningful resource for the membership if “gender identity” is included in the NCAA’s Inclusion Statement. Otherwise, the inclusion statement and the best practices featured in the guide will be misaligned.

(4) Estimated budget impact. None.

(5) Student-athlete impact. The addition of “gender identity” to the NCAA’s Inclusion Statement clarifies that programming and education will support persons of all gender identities.

INFORMATIONAL ITEMS.

1. Administrative Items. The committee welcomed new members Robert Dranoff, commissioner of the East Coast Conference; Josh Hess, women’s soccer head coach at Mount St. Joseph University; Marc Johnson, president of the University of Nevada Reno; and Alaina Woo, women’s basketball student-athlete at Pomona Pitzer Colleges and Division III National Student-Athlete Advisory Committee member.

2. Approval of April 2016 in-person meeting report and the CWA/MOIC April 2016 joint meeting report. The committee approved both the April reports.

3. Review of committee work since April meeting. The committee reviewed the work it had completed since its April meeting, which included the following:

   a. Emerging Sports for Women Process Guide. The committee released the process guide to the membership via the NCAA inclusion website in August 2016. Emerging sports proposals are due to the national office by August 1, 2017 for the committee’s review during its fall 2017 meeting.

   b. Endorsement of Sexual Violence Prevention Toolkit. The committee endorsed the Sexual Violence Prevention toolkit, a resource developed for the membership by the Sports
Science Institute and the office of inclusion. The toolkit is intended to be a comprehensive approach for athletics departments to effectively address sexual violence prevention and to promote collaboration with campus colleagues to work together to reduce campus-based gender violence and promote a healthy and safe environment. The toolkit is expected to be released this fall.

c. Review of non-discrimination questionnaire for championship bidding process. The committee had the opportunity to review and offer feedback on the questionnaire for the championship bidding process, a new requirement for hosting and bidding on NCAA events in all divisions to demonstrate how they will provide an environment that is safe, healthy and free of discrimination, plus safeguard the dignity of everyone involved in the event.

4. **NCAA Board of Governors’ recent actions.** Staff described the recent actions by the NCAA Board of Governors, which included the Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics and the non-discrimination statement and questionnaire for the championship bidding process.

5. **Minority Opportunities and Interests Committee (MOIC) updates.** Staff summarized the key topics from the MOIC meeting that was held on September 12 and 13:

a. MOIC voted to recommend that the NCAA Board of Governors add “gender identity” to the NCAA inclusion statement.

b. The Women of Color Barriers Study is entering its second phase, which is a focus on programming.

c. MOIC is working on a strategic plan that features the areas of partnerships, research, recognition, and programming.

d. MOIC elected Nnenna Akotaobi, Associate Athletics Director at Swarthmore College, as its new chair and Angela Red, Assistant Athletics Director at McKendree University, as its new vice-chair.

6. **Office of inclusion updates.** Staff provided the committee with the following office of inclusion updates:

a. NACWAA and Alliance of Women Coaches grants. The NACWAA and Alliance of Women Coaches grants have been fully restored by the NCAA. The NACWAA grant has
been restored to the base budget while the Alliance grant is a one-year award for which renewal can be requested.

b. Resources and initiatives. The second edition of the transgender guide will be released in 2016, as well as one-page resources on intra-team relationships and 5 Ways to Ensure an LGBT Inclusive Environment.

7. Gender Equity Task Force update. Staff provided the committee with an update on the Gender Equity Task Force, who will meet in-person in November to discuss the following subcommittee work in these areas:


b. Promote the Definition of Gender Equity and Identify Strategies and Measures to Increase Women’s Participation Opportunities; and Engage with NCAA Governing Bodies.

c. Engage with NCAA Governing Bodies and Affiliate Leadership Groups on Significant Gender Equity Issues (i.e., Cost of Attendance).

The task force is currently working on gender equity recommendations that will be presented to the Board of Governors at either its spring or summer meeting. The task force will engage the Committee on Women’s Athletics to review these recommendations.

8. 2016 Woman of the Year award selection process. Staff shared feedback from the membership about the Woman of the Year selection process:

a. Feedback about school applications sent to core conference offices. During its April meeting, the committee voted that all nominee applications will be forwarded to their respective core conference office for the selection of conference honoree(s) for the 2016 award. Some conference office administrators commented that student-athletes’ applications that were sent to the core conference that did not sponsor the student-athlete’s sport were at a disadvantage in the conference’s selection of honoree(s). The committee will review this issue further during its February conference call and any updates to the policy will be implemented immediately for the 2017 Woman of the Year process.

b. Feedback about undergraduate degree requirement. Current eligibility requirements for the award are that all nominated student-athletes must have received their undergraduate degree no later than the summer term of the award year. A few member schools asked if completing undergraduate degree coursework would equate to receive an undergraduate degree. The committee agreed that an official document from a college or university
stating that a student-athlete has completed the courses required for an undergraduate degree would suffice for the eligibility requirement.

9. **Emerging Sports update.** The committee received updates on the status of current emerging sports: equestrian, rugby and triathlon. In addition, the committee decided on a plan of action to review current emerging sports and discussed feedback that NCAA staff has received on the Emerging Sports for Women Process Guide.

   a. Equestrian sponsorship is currently at 23 programs (18 – Division I and 5 Division II). Rugby sponsorship is at 14 programs (7 – Division I, 3 – Division II and 4 – Division III). Triathlon sponsorship is at 8 programs (2 – Division I, 3 – Division II and 3 – Division III).

   b. To further evaluate the progress of each emerging sport, the committee will invite the leadership of equestrian, rugby and triathlon to present their respective sport’s progress at its April 2017 meeting.

   c. Staff summarized feedback they had received on the new Emerging Sports for Women Process Guide. Staff reported that the overall reaction to the guide was positive with representatives from the membership and various sports’ leadership expressing appreciation for more in-depth guidance and transparency to the emerging sport process.

   d. A few individuals contacted staff to express concern about the proposal requirement of 10 letters signed by both the athletics director and president/chancellor of the institution that is committing to sponsoring the sport at the varsity level. A suggestion was made that these letters, which must include a sample budget and timeline for implementation to a varsity sport, be required later in the review process. The committee considered this concern and concluded that these letters were imperative for a proposal submission and an indication of a sport’s readiness to thrive at the varsity level.

10. **Beach volleyball legislation update.** Staff provided an update on the first National Collegiate Beach Volleyball Championships in Gulf Shores, Alabama. The first national champion was the University of Southern California and the event received extensive television coverage.

    Staff then provided the committee an update of potential beach volleyball legislation. One legislative proposal will increase the playing and practice season by starting one week earlier. The rationale behind this proposal is to increase the competition season window to allow greater flexibility in scheduling competitions and reduce missed class time. Another legislative proposal would allow beach volleyball to have competitions during their non-championship segment (that would not be deducted from their NCAA championship segment) like other men’s and women’s sports. The final legislative proposal would develop specific requirements
for beach volleyball recruiting at specific beach competitions and practices. The committee will continue to monitor these potential proposals and their place in the legislative process.

Additionally, the committee expressed interest in possible expansion as more conferences sponsor beach volleyball and expansion will provide more female student-athlete opportunities. The committee plans to revisit this issue during its February teleconference.

11. Governance updates. The committee received updates from governance staff of Divisions I, II and III.

   a. Division I governance staff reported that the Sport Organization Working Group is gathering data on sport sponsorship requirements that will be discussed during a November 2 teleconference. The Financial Aid Working Group recommended two years of data collection on Cost of Attendance (COA). The Financial Aid Working Group’s discussion of COA raised issues related to head count and equivalency sports. If these topics are addressed by Division I, then the Committee on Women’s Athletics will engage in the discussion as it relates to equity.

   b. Division II governance staff described the structure and success of the Division II National Championship Festivals, noting that the next one will be the 10th festival. Staff also explained that Division II has four budget priority areas, including inclusion. The Committee on Women’s Athletics was encouraged to share ideas for funding opportunities in the area of inclusion with the Division II governance staff.

   c. Division III governance staff explained that the Division is in the second year of its two-year budget cycle and is currently planning for the 2017-19 budget. Final budget decisions will be made in March 2017 and suggestions for initiatives are welcomed. Division III is engaged in many diversity and inclusion related projects, including the following:

      (1) The work of the Diversity and Inclusion Working Group continues with a primary focus on the completion of a best practices resource on hiring that supports increasing the number of people of color and women in leadership positions in Division III. The working group is closely monitoring diversity demographics, particularly noting the lack of diversity in new athletics director hires.

      (2) Sessions on the Senior Woman Administrator (SWA) role and on human resources issues at the 2017 NCAA Convention.

      (3) A professional development program for 30 SWAs at the NACWAA Rally in October, 2016.
(4) A program for 44 ethnic minority student-athletes interested in working in Division III athletics that includes attendance at the 2017 NCAA convention.

(5) A specific webpage for diversity and inclusion on the Division III homepage.

(6) The DIII Management Council is considering possible initiatives to support LGBTQ inclusion.

12. Gender equity initiatives. Staff reminded the committee that Title IX celebrates its 45th anniversary next year. The office of inclusion has initiated plans for the following projects:

a. Status of Women report – 2nd edition. In 2012, the committee requested that the office of inclusion publish a report on the status of women in intercollegiate athletics. The office of inclusion partnered with Amy Wilson to write *The Status of Women in Intercollegiate Athletics as Title IX Turns 40*. The committee discussed a new version of the report for 2017 since Title IX will turn 45. Office of inclusion staff will work with NCAA research on this project. The committee voted to support a second edition of the report and will provide feedback for content.

b. Senior Woman Administrator study and resource. The office of inclusion has received a variety of feedback from the membership on the role of the SWA. As a result, the office of inclusion has hired the consulting firm 3 Fold Group to do a thorough research study on the role that includes surveying the membership. The committee expressed support for this project and voted to endorse it.

c. Research on Women Coaches with Dr. Nicole LaVoi and the Tucker Center for Research on Girls and Women in Sport. The Tucker Center conducts research on women and sports coaching every year to examine and highlight the barriers and supports that impact women coaches across all levels of competition. Each year, institutions are graded a score based on their number of women coaches coaching women’s sports. The office of inclusion plans to collaborate with the Dr. Lavoi to learn the best practices of institutions that receive A’s and B’s on the Tucker Center Report Card on hiring women coaches. The committee voted to move this project forward.

d. Ideas for Title IX celebration. The committee provided staff with ideas for the celebration of Title IX turning 45. Ideas included campus and conference involvement, Inclusion Forum programing, championship videos and PSAs, audio recorded talk series and fact sheets on the history of Title IX.
13. **Inclusion Statement Request.** During its April 2010 meeting, the Executive Committee – now known as the Board of Governors – adopted the NCAA Inclusion Statement. After a robust conversation on the relevance of “gender identity” and the Board’s decisions to relocate championships out of the state of North Carolina, the committee voted to recommend that the Board of Governors consider adding “gender identity” to the to the NCAA Inclusion Statement.

14. **Committee Recognitions.** The committee thanked outgoing member and committee chair Julie Soriero, director of athletics at the Massachusetts Institute of Technology, for her service to the committee.

15. **Future meeting dates and sites.**

   a. Teleconference: February 2017

   b. April 20-21, 2017 at the Inclusion Forum in Providence, Rhode Island.

*Committee Chair:* Julie Soriero, Massachusetts Institute of Technology  
*Staff Liaison(s):* Kristin Fasbender, Championships and Alliances  
Jan Gentry, Championships and Alliances  
Amy Wilson, Office of Inclusion

| Committee on Women’s Athletics  
| September, 14-15, 2016, Meeting |
| Attendees:  
| Karen Baebler, University of Washington.  
| Julia Beeman, Belmont Abbey College  
| Anne Blackhurst, Minnesota State University Moorhead.  
| Gabby Cabanero, Dixie State University  
| Julie Cromer Peoples, University of Arkansas, Fayetteville.  
| Jim Donovan, California State University, Fullerton.  
| Alyssa Drachslin, Temple University.  
| Robert Dranoff, East Coast Conference.  
| Marc Johnson, University of Nevada, Reno.  
| Diana Kling, Peach Belt Conference.  
| Heather MacCulloch, Baruch College.  
| Sherika Montgomery, Big South Conference.  
| Julie Soriero, Massachusetts Institute of Technology.  

NCAA/10_31_2016/ASW.jd
Alaina Woo, Pomona-Pitzer Colleges.

**Absentees:**
- Vincent Baldemor, Hawaii Pacific University.
- Josh Hess, Mount St. Joseph University.
- Marvin Krislov, Oberlin College.
- Donna Ledwin, Allegheny Mountain Collegiate Conference.
- Kayla Robles, Valdosta State University.

**Guests in Attendance:**
None.

**NCAA Staff Support in Attendance:**
- Jess Duff, Kristin Fasbender, Jan Gentry, Amy Wilson, Richard Zhu.

**Other NCAA Staff Members in Attendance:**
- Gail Dent, Meghan Durham, Bernard Franklin, Jennifer Fraser, Ashleigh Hazley, Julian Jones, Maritza Jones, Louise McCleary, Sarah Otey, Sonja Robinson, Rachel Stark.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome. Judy Sweet and Noreen Morris, co-chairs of the Gender Equity Task Force, welcomed task force members and acknowledged the accolades of several members since the last meeting.

2. April and June 2016 Reports. Meeting reports from the April in-person meeting and the June teleconference were approved.

3. Update on NCAA Office of Inclusion Initiatives. Staff provided an update on office of inclusion initiatives, including those related to Title IX’s 45th anniversary.
   a. Presentation at Women’s Sports Foundation’s Sport Advocacy Network Meeting. Dr. Amy Wilson attended the initial meeting of this group in October, 2016, and provided NCAA updates on the following projects and initiatives: the restoration of National Association of Collegiate Women Athletic Administrators (NACWAA) and the Alliance of Women Coaches grants, the Board of Governors ongoing actions related to diversity and inclusion, the recently published NCAA sexual violence prevention toolkit, the formation of a new NCAA Commission to Combat Sexual Violence, Common Ground II, the Emerging Sports Process Guide, and the 2017 Inclusion Forum in Providence, Rhode Island. Wilson noted the opportunity for the Gender Equity Task Force to consider the worthwhile recommendations in the Women’s Sports Foundation’s Report “Beyond X’s and O’s: Gender Bias and Coaches of Women’s Sports.”
   b. Presidents and Search Firm Roundtable on Diversity and Inclusion in the Employment Process at the NACWAA Rally. The office of inclusion partnered with NACWAA to hold a session that featured a panel of four university presidents followed by a panel of 10 representatives from search firms. Many senior level female athletics administrators attended the event to gain knowledge and to network. These discussions will help to build the foundation of an NCAA resource on how to support diversity and inclusion in the employment process in intercollegiate athletics.
c. **Senior Woman Administrator (SWA) study and resource.** The office of inclusion has received a variety of feedback from the membership on the SWA role. Thus, staff hired the 3 Fold Group to conduct a research study on the role that includes surveying the membership. Research study goals are to explore the effectiveness of the SWA role and to provide recommendations on how to optimize the role. Another research study outcome could be the creation of resource on the SWA role for the NCAA membership. The task force voted to endorse the study and offered to provide assistance with the resource.

d. **Research on Women Coaches with Dr. Nicole LaVoi and the University of Minnesota Tucker Center for Research on Girls and Women in Sport.** Annually, the Tucker Center grades institutions based on the number of women coaches for women’s sports. The office of inclusion will collaborate with the Dr. LaVoi to identify best practices of institutions that receive A and B grades on the report card. The research results will inform the office of inclusion’s resource on best practices to support diversity and inclusion in the employment process in intercollegiate athletics. The task force voted to endorse the project.

e. **The Status of Women in Intercollegiate Athletics report – 2nd edition.** In 2012, the Committee on Women’s Athletics requested a report on the status of women in intercollegiate athletics. The office of inclusion partnered with Dr. Wilson, then a professor at Illinois College, to develop “The Status of Women in Intercollegiate Athletics as Title IX Turns 40” report. The Committee on Women’s Athletics requested an update to this report as Title IX turns 45 in 2017. The task force voted to support a second edition of the report and will provide feedback as needed.

4. **Division I commissioner’s meeting update.** Ms. Morris provided an update on the Division I commissioners’ meeting. Morris provided the commissioners’ group with similar NCAA updates that Wilson had previously provided during the WSF’s Sport Advocacy Network meeting. Morris also encouraged the commissioners to include diversity and inclusion related items on their respective presidential and athletic administrator conference meeting agendas.

5. **Review of findings and recommendations in the WSF Report “Beyond X’s & O’s: Gender Bias and Coaches of Women’s College Sports.”** Ms. Sweet reviewed the report, focusing on the primary finding that gender bias against female coaches exists in collegiate sports. The task force will identify how its own recommendations align with those in the WSF’s report.

6. **Knight Commission on Intercollegiate Athletics update.** Jeffrey Orleans, a consultant to the commission, provided an update on the Knight Commission’s efforts and priorities. Specifically, Mr. Orleans noted that the commission has plans to focus on diversity, inclusion and gender equity issues.
7. **Board of Governors Updates.** Dr. Bernard Franklin described the recent actions by the Board of Governors, such as the Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics and the non-discrimination statement and questionnaire for the championship bidding process. Additionally, he stated that the Board of Governors voted to establish a standing committee to address diversity, equity, and inclusion matters. Dr. Franklin recommended that the task force submit its gender equity recommendations in late February/early March to the Ad Hoc Committee on Cultural Diversity and Equity. The recommendations would then go to the full Board of Governors at its April meeting.

8. **Institutional Performance Program (IPP) update.** Staff provided the committee with an update on IPP and distributed documents available to the membership in the IPP system for diversity and inclusion reviews. Ten institutions engaged in a pilot project last year in which they used IPP and its resources for a gender equity review. The response from those involved in the pilot project was that it was a worthwhile endeavor. The task force discussed ways that IPP can be used most effectively for equity, diversity, and inclusion reviews. The task force will provide further feedback and recommendations on the IPP system and relevant documents.

9. **Overview of current NCAA and affiliate group initiatives to support a diverse and inclusive intercollegiate athletics leadership.** The task force reviewed a list of professional development programs funded and/or administered by the NCAA’s leadership development department, divisional governance councils/committees, office of inclusion as well as affiliate organizations. The review focused particularly on programs that service people of color and women. The task force’s recommendations will consider possibilities for adding new programs and expanding current professional development opportunities. The task force requested additional information from NCAA staff: 1) the gender and race/ethnicity of participants; 2) the cost of each program; and 3) an update on recently funded initiatives in support of the Presidential Pledge.

10. **Subcommittee Reports.** Three subcommittees were formed previously to work on the task force’s priorities. Each subcommittee reported their preliminary recommendations and next steps.

11. **Support Gender Equity and Inclusion in the Employment Process, specifically Hiring Practices subcommittee.** The subcommittee discussed these initiatives.

   a. Pipeline initiatives:

   (1) Support the office of inclusion’s ongoing efforts to create a best practices toolkit on diversity and inclusion in the employment process. The task force noted that the Division III Working Group on Diversity and Inclusion is in the process of
creating such a toolkit which will provide very useful content and a framework for an association-wide resource. The office of inclusion will hold a think tank on diversity and inclusion in the employment process in spring 2017 with the goal of creating a best practices toolkit. The task force offered representation at the 2017 office of inclusion think tank as well as to provide support by reviewing the resource.

(2) Support the NCAA department of leadership’s development of a database of persons of color and women candidates for coaching and administrative positions that includes participants from NCAA leadership development programs with appropriate demographics data. Request resources as necessary for this database and other department of leadership development initiatives that support increasing the number of women, particularly women of color, in leadership positions.

(3) Develop best practices and examples for member institutions and conference offices to conduct professional development programming for their member schools and student-athletes.

(4) Request funding to send diverse student-athletes and staff to the NCAA Inclusion Forum.

b. Programming initiatives:

(1) Develop professional development programming opportunities to advance mid-level women administrators.

(2) Encourage undergraduate and graduate sports programs to include gender equity, diversity, inclusion and bias-free training within their respective curriculums.

(3) Develop messaging/communications points on the declining number of women in coaching and administration.

12. Promote the Definition of Gender Equity and Identify Strategies and Measures to Increase Women’s Participation Opportunities subcommittee. The subcommittee discussed these initiatives.

a. Give public recognition to institutions that have added women’s participation opportunities.
b. Provide feedback on current NCAA Institutional Performance Program diversity and inclusion review documents, particularly focusing on gender equity. Ensure that resources are helpful to campus leaders as they make decisions impacting gender equity decisions.

c. Recommend a diversity and inclusion review by membership institutions that allows them to make informed decisions about diversity and inclusion goals and to monitor progress. The results of this review would not be submitted to the NCAA; however, schools’ leadership could sign and submit a form to the NCAA indicating the review was completed. The task force noted that a diversity and inclusion review is recommended in the Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics that all NCAA member institutions have been invited to sign.

d. Provide resources and examples to demonstrate the benefits of adding women sports to not only increase participation for women but as a resource for increasing attendance and revenue at some institutions.

13. Engage with NCAA Governing Bodies and Affiliate Leadership Groups on Significant Gender Equity Issues subcommittee. The subcommittee discussed these initiatives.

   a. Identify current professional development programs for which diversity and inclusion programming would benefit participants and encourage entry into and/or persistence in intercollegiate athletics leadership positions.

   b. Encourage national, conference and campus committees to include diversity and inclusion as a standing agenda item.

   c. Engage with governance groups about an equity impact statement for all NCAA legislation, recommendations and processes.

   d. Encourage the NCAA national office to report annually on its staff demographics with the goal of modeling for the membership diverse hiring, especially at the executive level.

   e. Suggest a direct communication line between the Committee on Women’s Athletics and the Minority Opportunities and Interest Committee to the newly established Board of Governors’ subcommittee on diversity and inclusion.

14. Future meeting dates and sites.

b. Next in-person meeting: TBA.

Task Force Chairs:  
Noreen Morris, Northeast Conference
Judy Sweet, Former NCAA Membership President and Gender Equity Consultant

Primary Staff Liaison: Amy Wilson, Office of Inclusion

Other Staff Liaisons: Jessica Duff, Office of Inclusion
Richard Zhu, Office of Inclusion

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charles Ambrose, University of Central Missouri; Mid-America Intercollegiate Athletics Association.</td>
</tr>
<tr>
<td>Amy Backus, Case Western Reserve University; Presidents’ Athletic Conference.</td>
</tr>
<tr>
<td>Joan McDermott, University of San Francisco; West Coast Conference.</td>
</tr>
<tr>
<td>Nancy Hogshead-Makar, Champion Women.</td>
</tr>
<tr>
<td>Jacqie McWilliams, Central Intercollegiate Athletic Association.</td>
</tr>
<tr>
<td>Noreen Morris, Northeast Conference.</td>
</tr>
<tr>
<td>Julie Muller, 3 Fold Group.</td>
</tr>
<tr>
<td>Jeffrey Orleans, Hirschfeld Kraemer LLP.</td>
</tr>
<tr>
<td>Judy Sweet, Former NCAA Membership President.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bernard Muir, Stanford University; Pac-12 Conference.</td>
</tr>
<tr>
<td>Greg Sankey, Southeastern Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Liaisons in Attendance:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steve Clar, Bernard Franklin, and Sonja Robinson.</td>
</tr>
</tbody>
</table>
INFORMATIONAL ITEMS.

1. Welcome. The chair welcomed the committee.


3. Honors Committee Policies and Procedures. Staff provided the committee’s policies and procedures for information and use during the selection process.

4. Honors Celebration Overview. NCAA director of strategic initiatives, Stacey Preston, provided preliminary information regarding the 2017 Honors Celebration. The program is scheduled for 6 p.m., Wednesday, January 18, 2017, at the Gaylord Opryland Resort & Convention Center. Events leading up to the awards dinner include a luncheon with the Honors Committee and honorees, as well as a VIP reception. The dinner will be followed by a dessert reception for the honorees and the dinner attendees.

   Ms. Preston shared that the Honors Awards are an occasion to communicate, both to NCAA members and other key audiences, the important message that college sports are a pathway to opportunity for nearly half a million student-athletes.

5. Theodore Roosevelt Award Selection. The committee voted to select Beth Brooke-Marciniak, Purdue University, as the 2017 Theodore Roosevelt Award recipient. The committee selected Charles Hennekens, Queens College (New York), as its alternate selection.

6. Silver Anniversary Award Selection. The committee voted to select the following 2017 Silver Anniversary Award recipients:

   a. Ty Detmer, Brigham Young University.
   b. Alonzo Mourning, Georgetown University.
   c. Susan Robinson, Pennsylvania State University.
   d. Heather Taggart, University of Wisconsin, Madison.
   e. Tommy Vardell, Stanford University.
   f. Troy Vincent, University of Wisconsin, Madison.

   The committee selected the following alternate selections in rank order:

   g. Claude Jones, University of Miami (Florida).
   h. Jose Noriega, University of San Diego.

7. Award of Valor Selection. The committee selected Florent Groberg, University of Maryland, College Park, to receive the 2017 Award of Valor.
8. **Inspiration Award Selection.** The committee voted to select Pete Frates, Boston College, to receive the 2017 Inspiration Award.

9. **Future Meeting.** The Honors Committee will meet in September in Indianapolis. The date will be finalized once all committee members provide availability. The meeting will begin at 5:30 p.m. and adjourn that evening.

---

**Committee Chair:** Michael Benson, Eastern Kentucky University, Ohio Valley Conference.  
**Staff Liaisons:** Stacey Preston, Communications  
Sharon Tufano, Governance

---

| Honors Committee  
<table>
<thead>
<tr>
<th>June 22, 2016, Teleconference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
</tr>
<tr>
<td>Robin Arnold, Holy Family University, Central Atlantic Collegiate Conference</td>
</tr>
<tr>
<td>Father William Beauchamp, Order of the Holy Cross</td>
</tr>
<tr>
<td>Michael Benson, Eastern Kentucky University, Ohio Valley Conference</td>
</tr>
<tr>
<td>Nicholas Joos, Baylor University, Big 12 Conference</td>
</tr>
<tr>
<td>Bob Mattox, Kennesaw State University, Atlantic Sun Conference</td>
</tr>
<tr>
<td>Frank Millerick, Becker College, New England Collegiate Conference</td>
</tr>
<tr>
<td>Wally Walker, Hana Road Partners, former recipient</td>
</tr>
<tr>
<td><strong>Absentees:</strong></td>
</tr>
<tr>
<td>Doris Burke, ESPN, former recipient</td>
</tr>
<tr>
<td>Sonja Henning, Nike, Inc.</td>
</tr>
<tr>
<td><strong>Guests in Attendance:</strong></td>
</tr>
<tr>
<td>None</td>
</tr>
<tr>
<td><strong>NCAA Staff Support in Attendance:</strong></td>
</tr>
<tr>
<td>Stacey Preston</td>
</tr>
<tr>
<td>Gloria Roseman</td>
</tr>
<tr>
<td>Sharon Tufano</td>
</tr>
<tr>
<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
</tr>
<tr>
<td>None</td>
</tr>
</tbody>
</table>
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome. President Benson welcomed the committee members.

2. Committee Report. The committee approved the report of the June 22, 2016, telephone conference.

3. Policies and Procedures. The committee received a copy of the committee’s policies and procedures. No action was taken.

4. Honors Celebration Overview.

Ms. Preston updated the committee on the 2017 Honors Celebration, which will be held Wednesday, January 18, 2017, at the Gaylord Opryland Resort and Convention Center, Nashville, Tennessee. Ms. Preston reported the following tentative schedule:

- 11:30 a.m. – 12:30 p.m. – Honoree Luncheon (Honors Committee members invited to attend.)
- Rehearsal and media opportunities for honorees
- 4:45 – 5:45 p.m. – Honoree Reception (Honors Committee members invited to attend.)
- 6 – 9 p.m. – Honors Celebration (all attendees)
- 9 p.m. – Dessert Reception (all attendees)

Staff noted that Honors Committee Convention registration information will be forwarded to the committee by Friday, September 16.

5. Today’s Top 10 Selections. The committee selected the following individuals to receive 2017 Today’s Top 10 awards:

a. Logan Andryk, men’s soccer, Milwaukee School of Engineering, Division III.
b. Elizabeth Arnoff, women’s swimming and diving, Emory University, Division III.
c. Kendall Coyne, women’s ice hockey, Northeastern University, Division I.
d. Taylor Ellis-Watson, women’s track and field, University of Arkansas, Fayetteville, Division I.
e. Nicole Hensley, women’s ice hockey, Lindenwood University, Division II.
f. Christopher Krimbill, men’s tennis, Case Western Reserve University, Division III.
g. Haylie McCleney, softball, University of Alabama, Division I.
h. Tiffany Mitchell, women’s basketball, University of South Carolina, Columbia, Division I.
i. Rayne Dakota Prescott, football, Mississippi State University, Division I.
j. Jason Vander Laan, football, Ferris State University, Division II.

The committee selected the following alternate recipients in rank order:

k. Carson Wentz, football, North Dakota State University, Division I.
l. Bria Halama, women’s track and field, University of Wisconsin, La Crosse, Division III.
m. Heavin Warner, women’s track and field, University of Central Missouri, Division II.

6. **Future Meeting.** The committee will schedule a conference call for June 2017.

*Committee Chair: Michael Benson, Eastern Kentucky University, Ohio Valley Conference.*
*Staff Liaison: Sharon Tufano, Governance*
Honors Committee  
September 13, 2016, Meeting

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robin Arnold, Holy Family University, Central Atlantic Collegiate Conference</td>
</tr>
<tr>
<td>Father William Beauchamp, Order of the Holy Cross</td>
</tr>
<tr>
<td>Michael Benson, Eastern Kentucky University, Ohio Valley Conference</td>
</tr>
<tr>
<td>Doris Burke, ESPN</td>
</tr>
<tr>
<td>Sonja Henning, Nike, Inc.</td>
</tr>
<tr>
<td>Nicholas Joos, Baylor University, Big 12 Conference</td>
</tr>
<tr>
<td>Bob Mattox, Kennesaw State University, Atlantic Sun Conference</td>
</tr>
<tr>
<td>Frank Millerick, Becker College, New England Collegiate Conference</td>
</tr>
<tr>
<td>Wally Walker, Hana Road Partners</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stacey Preston</td>
</tr>
<tr>
<td>Gloria Roseman</td>
</tr>
<tr>
<td>Sharon Tufano</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>
REPORT OF THE
NCAA MINORITY OPPORTUNITIES AND INTERESTS COMMITTEE
SEPTEMBER 12-13, 2016 MEETING

ACTION ITEMS.

1. Legislative items.

None.

2. Nonlegislative items.

- Addition of “gender identity” to the NCAA Inclusion Statement.

  (1) **Recommendation.** The committee recommends that the phrase “gender identity” be added to the NCAA office of inclusion statement.

  (2) **Effective date.** Immediate.

  (3) **Rationale.**

    a. When the original inclusion statement was adopted, “gender identity” was infrequently included in various inclusion statements. However, as society continues to evolve in its views on diversity and inclusion, there is an increasing expectation of equity and fair treatment based on gender identity.

    b. The Board of Governors’ recent decisions to issue a non-discrimination statement and to withdraw NCAA championships from North Carolina serve as actions that support “gender identity” being included in the NCAA’s Inclusion Statement.

    c. The Office for Civil Rights’ Dear Colleague Letter, issued on May 13, 2016, states that Title IX specifically prohibits discrimination based on gender identity.

    d. The second edition of the NCAA’s transgender guide (anticipated publication in November 2016) will be a more effective and meaningful resource for the membership if “gender identity” is included in the NCAA’s Inclusion Statement. Otherwise, the inclusion statement and the best practices feature in the guide will be misaligned.
NCAA Minority Opportunities and Interests Committee  
September 12-13, 2016  
Page No. 2

---

(4) Estimated budget impact. None.

(5) Student-athlete impact. The addition of “gender identity: to the NCAA’s Inclusion Statement clarifies that programming and education will support persons of all gender identities.

INFORMATIONAL ITEMS.

1. Welcome and announcements. The chair opened the meeting, welcomed new members and invited all attendees to introduce themselves. The committee discussed the chair and vice chair elections, and it was determined that a vote would take place before the meeting adjourned. Staff reminded the committee of the need to fill positions on the leadership subcommittee to ensure representation from all three divisions. The following updates were made to the committee involvement chart:

a. Disability subcommittee. Members from MOIC include: Mark Alnutt, deputy athletic director, The University of Memphis, Sharon Brummell, associate athletic director for business and finance/ senior woman administrator, Georgetown University, Anthony Grant, director of athletics, Metropolitan State University of Denver, and Greg Woods, Student-Athlete Advisory Council representative, Springfield College.

b. LGBTQ subcommittee. Members from MOIC include: Ashley Hodges, head athletic trainer/ senior woman administrator, Southern Vermont College, Nona Richardson, senior associate athletics director for student-athlete support services/ senior woman administrator, José Rodriguez, head coach of men and women cross country, Penn State University, Abington, and Catherine Ragon, Student-Athlete Advisory Committee representative, University of Alabama Birmingham.

c. Women of Color subcommittee. Members from MOIC include: Nnenna Akotaobi, associate director of athletics/ senior woman administrator, Swarthmore College, Michael Bazemore, assistant athletic director, Truman State University, Angela Red, associate director of athletics for compliance/ senior woman administrator, and Elijah Sanabria, Student-Athlete Advisor Committee representative, Tiffin University.

d. Leadership Institute for Ethnic Minority Males and Females. Members from MOIC include: Mark Alnutt, deputy athletic director, The University of Memphis, Ashley Hodges, head athletic trainer/ senior woman administrator, Southern Vermont College, and Bob Minnix, senior associate director of athletics, Washington State University.

2. Approval and review of meeting reports and summer activity. The committee approved the report of the April 2016 meeting with one change: that the verbiage in the rationale section of the nonlegislative recommendation be changed to “mission” instead of “missive” in the first
sentence. The committee also reviewed the reports from the April meeting of the Committee on Women’s Athletics (CWA) and the joint meeting of MOIC and CWA. The committee acknowledged the following actions taken over the summer: 1.) review and submitting feedback on the antidiscrimination questionnaire for use in the championship bidding process; and 2.) endorsement of the Sexual Violence Prevention Toolkit.

3. **MOIC leadership subcommittee meeting.** The committee received a summary report of the September 11 leadership subcommittee meeting. The leadership subcommittee shared a letter from alumni of the NCAA Leadership Institute which requested support for renaming the program in honor of Charlie Whitcomb, former MOIC chair. Staff provided information about the Leadership Institute’s history and gave updates about other programs led by the department. The committee unanimously approved the recommendation to support the program’s name change. As the original chair of the Minority Opportunities and Interests Committee, Mr. Whitcomb played an invaluable role in the creation of many of the programs that impacted career advancement and exposure for minority administrators, coaches and student-athletes.

The leadership subcommittee also discussed plans to update the MOIC policies and procedures for review and approval of the committee during the February teleconference meeting. Update to the policies will surround the composition of the leadership subcommittee and language around succession and transition for the committee chair and vice-chair.

4. **Divisional updates with respect to diversity and inclusion.**

   a. Division I. Staff shared that divisional support for diversity efforts mainly takes place through the governance structure (such as the board of directors’ strategic agenda) and through the individual conferences. Staff reported that the diversity of committee representatives continues to be a priority for the division.

   b. Division II. Staff shared that diversity and inclusion remain embedded in the division’s nine priorities for the 2016-17 period. The division funded ten programs through its Foundation for the Future initiative. The programs included efforts to assist student-athletes in completing their undergraduate degrees after exhausting eligibility, support professional development and educational opportunities for administrators and coaches, and enhance student-athlete participation in the governance structure. The division also has plans to allocate additional funding toward efforts that include academics, health and safety, and diversity and inclusion.

   c. Division III. Staff provided an update on the division’s diversity initiatives, particularly on the work of the Division III Diversity and Inclusion Working Group. The working group is in the process of creating a diverse hiring best practices guide, and plans to lead a related session at the NCAA convention in January. Also, the second year of the Student Immersion Program (SIP) for ethnic minority students from the division will occur at the convention. The committee was reminded of the diversity grants and internships funded
through Division III, and staff shared that the division has added a webpage dedicated to its diversity efforts on ncaa.org.

5. **Champions of Diversity subcommittee update.** Subcommittee representatives shared plans for the Champions of Diversity recognition. The subcommittee will continue presenting recommendations for quarterly recognitions to the full committee, and will work closely with NCAA staff for the possibility of features in Champion Magazine. NCAA communications staff agreed to work with the subcommittee to enhance the communications plan for the recognition.

6. **Updates from the office of inclusion.** The committee was briefed on several topics from the NCAA office of inclusion.

   a. **Ad Hoc Committee to Promote Cultural Diversity and Equity.** Staff shared that the Board of Governors approved the release of the presidential pledge as recommended by the ad hoc committee. Email communications to campus leadership requesting signatures of support would begin at the end of September 2016. The Board also approved the release of funds to support other initiatives recommended by the ad hoc committee that support its priority areas.

   b. **Emerging sport process and guide.** Staff shared that updates to the emerging sport guide would incorporate considerations about diversity of current participants and strategic approaches to creating participant diversity within the sport that applies. Staff invited the committee to review the document and provide comments. The committee discussed current popular international club sports (such as badminton and ping pong) and the potential for partnering with national governing bodies for additional strategies in diversifying participation in emerging sports. The committee plans to consider strategies for diversifying current championship sports where representation of diverse student-athletes is low.

   c. **Gender Equity Task Force.** The committee learned that the Gender Equity Task Force has a meeting in November 2016. Working in three subcommittees, the task force is developing recommendations related to the employment process, sport participation opportunities for women, and engagement with governance and affiliates on gender equity.

   d. **Other initiatives from the office of inclusion.** Staff shared that the office of inclusion will host the 5th Annual Sports Diversity and Inclusion Symposium in late September 2016, a meeting of diversity officers from national sport organizations and leagues. Staff shared that the office of inclusion is planning to host a meeting in early 2017 to discuss diverse hiring practices in intercollegiate sport. The meeting supports the Board of Governor’s ad hoc committee’s recommendations to promote cultural diversity and equity. Staff agreed to share updates with the MOIC as they became available.
7. **Update from NCAA strategic communications.** Staff provided the committee with an update on the strategic communications plan for the Association. Communication efforts will emphasize the connection between intercollegiate athletics and academics, and highlight the role of college sport as a “Pathway to Opportunity,” with a focus on three “pillar” areas: academics, well-being, and fairness. The communications strategy includes the use of commercials, outreach to the membership, research, and feature stories.

8. **Historical perspective regarding the Native American mascot policy.** Staff shared the NCAA’s history of Native American mascots and imagery. During the process of implementation, a team of NCAA staff and outside counsel held dialogues with the membership and created the policy, which was adopted by the former NCAA Executive Committee in 2005. While the policy did not mandate that schools change their mascots, it prohibited the hosting of predetermined championships by schools bearing Native American mascots without tribal permission (as required for exemption). The committee remarked that the effort to create the policy and engage membership schools in reducing the use of Native American mascots and imagery is an example of using the platform of intercollegiate athletics to effect social change.

9. **2016-17 strategic plan.** The committee spent time reviewing its 2016-18 strategic action plan, placing emphasis on four areas of action: research, partnerships, programming, and recommendations. The committee placed priority on using research to survey and enhance the student-athlete experience, creating strategic partnerships with SAAC, reviewing various policies for their impact, and participating in efforts to train and educate the membership on topic areas related to the committee’s charge.

10. **Election of new chair and vice-chair.** Nnenna Akotaobi, associate director of athletics/ senior woman administrator, Swarthmore College, was elected chair and Angela Red, associate director of athletics for compliance/ senior woman administrator, was elected vice-chair of the committee. The leadership subcommittee for the 2016-17 period will consist of the ex-officio chair, the current chair, the vice-chair, and a representative from each division.

11. **Next meetings.**
   
   a. Subcommittee teleconference meetings to be held in November or December, 2016.
   
   
## NCAA Minority Opportunities and Interests Committee Meeting
### September 12-13, 2016

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nnenna Akotaobi, Swarthmore College; Centennial Conference.</td>
</tr>
<tr>
<td>Mark Alnutt, The University of Memphis; American Athletic Conference.</td>
</tr>
<tr>
<td>Michael Bazemore, Truman State University; Great Lakes Valley Conference.</td>
</tr>
<tr>
<td>Sharon Brummell, Georgetown University; Big East Conference.</td>
</tr>
<tr>
<td>William Burnett Bynum Jr. Mississippi Valley State University; Southwestern Athletic Conference.</td>
</tr>
<tr>
<td>G. Anthony Grant, Metropolitan State University of Denver; Rocky Mountain Athletic Conference.</td>
</tr>
<tr>
<td>Ashley Hodges, Southern Vermont College; New England Collegiate Conference.</td>
</tr>
<tr>
<td>Robert Minnix, Washington State University; Pac-12 Conference.</td>
</tr>
<tr>
<td>Catherine Ragon, Tiffin University; Great Lakes Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Angela Red, McKendree University; Great Lakes Valley Conference.</td>
</tr>
<tr>
<td>Nona Richardson, University of Utah; Pac-12 Conference.</td>
</tr>
<tr>
<td>José Rodriguez, Penn State University Abington; North Eastern Athletic Conference.</td>
</tr>
<tr>
<td>William Tsutsui, Hendrix College; Southern Athletic Association.</td>
</tr>
<tr>
<td>Greg Woods, Springfield College; Great Lakes Intercollegiate Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thomas Bullock, University of the District of Columbia; East Coast Conference.</td>
</tr>
<tr>
<td>Soraya Coley, California State Polytechnic University, Pomona; California Collegiate Athletic Association.</td>
</tr>
<tr>
<td>Dawn Redd, Beloit College; Midwest Conference.</td>
</tr>
<tr>
<td>Elijah Sanabria, Tiffin University; Great Lakes Intercollegiate Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guest(s) in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Malek Barber, Palm Beach Atlantic University; Independent.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Liaisons in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Derrick Crawford and Sonja Robinson.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
</table>
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   - None.

INFORMATIONAL ITEMS.


2. Legislative Update. NCAA staff provided an update on recently adopted legislation and bylaw interpretations as well as an overview of proposals in the current 2017 legislative cycle relevant to the committee’s work.

3. Division I Working Groups. NCAA staff provided an update on the NCAA Division I Sport Organizational Structure Working Group and its relevance for Olympic sports. The committee will receive an update during a future teleconference, including the results of a recent membership survey and a working group report following the NCAA Division I Board of Directors January 2017 meeting. NCAA staff also provided an overview of the final report and recommendations of the NCAA Division I Values-Based Revenue Distribution Working Group to the Division I Board of Directors.

4. National Governing Body Olympic Sports Liaison Committee Outreach. The committee discussed progress and best practices for individual committee member engagement with National Governing Bodies consistent with the mutual interests of the U.S. Olympic Committee (USOC) and the NCAA. The committee affirmed specific strategies including communication by electronic mail and bi-annual telephone calls with National Governing Body representatives. Committee members will provide additional updates during future teleconferences and meetings. NCAA staff continues to work with USOC representatives to expand the list of National Governing Bodies that share an interest for increased communication with the committee in order to finalize assignments for committee members.

5. National Governing Body Discussion Topics. The committee reviewed the agenda for the following day’s meeting with National Governing Body representatives, along with
an informational document summarizing NCAA sports dropped and added among NCAA member schools in the past year.

6. **Meeting with Representatives of National Governing Bodies.** The committee met with representatives from the USOC and several National Governing Bodies. NCAA staff provided updates to the group on NCAA legislation and plans to enhance the engagement of Olympic Sports Liaison Committee members with National Governing Bodies. Additional points of discussion included transitioning collegiate club programs to varsity programs and preserving or creating new NCAA championship opportunities. NCAA staff also provided an overview of the final report and recommendations of the Division I Values-Based Revenue Distribution Working Group to the Division I Board of Directors.

7. **USOC Update.** USOC staff members Sarah Wilhelmi and Kelly Skinner provided an overview of the USOC’s recent efforts to cultivate collegiate partnerships. Specifically, the USOC will focus on telling the story of NCAA student-athlete participation in the Olympic movement (a helpful infographic was provided to committee members), improving collaboration with directors of athletics to grow sports at the collegiate level and developing strategies to preserve opportunities and maintain the Olympic development pipeline.

8. **NCAA Committee on Women’s Athletics and Emerging Sports Update.** NCAA staff highlighted resources for emerging sports made available through the Committee on Women’s Athletics.

---

**Committee Chair:** Jennifer Miller-McEachern, New England Women’s and Men’s Athletic Conference  
**Staff Liaisons:** Wendy Walters, Education and Community Engagement  
Alex Smith, Academic and Membership Affairs  
Liz Turner Suscha, Championships and Alliances

---

| Olympic Sports Liaison Committee  
| September 21-22, 2016, Meeting  
| **Attendees:**  
| Robin Arnold, Holy Family University; Central Atlantic Collegiate Conference.  
| Wendy Bordeau, Dartmouth College; The Ivy League.  
| Zach Cook, College at Brockport, State University of New York; State University of New York Athletic Conference.  
| Alyssa Drachslin, Temple University; American Athletic Conference.  
| Jennifer Miller-McEachern, New England Women’s and Men’s Athletic Conference.  
<p>|</p>
<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Siedliski</td>
<td>American Athletic Conference</td>
</tr>
<tr>
<td>Ken Wang</td>
<td>Northwood University; Great Lakes Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Eric Zillmer</td>
<td>Drexel University; Colonial Athletic Association.</td>
</tr>
</tbody>
</table>

**Absentees:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jon Fagg</td>
<td>University of Arkansas, Fayetteville; Southeastern Conference.</td>
</tr>
<tr>
<td>Kenneth Ferguson</td>
<td>University of Missouri-Kansas City; Western Athletic Conference.</td>
</tr>
<tr>
<td>Celine Mangan</td>
<td>Notre Dame College (Ohio); Mountain East Conference.</td>
</tr>
<tr>
<td>Stephanie Reilly</td>
<td>Providence College; Big East Conference.</td>
</tr>
<tr>
<td>Julie Soriero</td>
<td>Massachusetts Institute of Technology; New England Women's and Men's Athletic Conference.</td>
</tr>
<tr>
<td>Brian Wickstrom</td>
<td>University of Louisiana at Monroe; Sun Belt Conference.</td>
</tr>
</tbody>
</table>

**Guests in Attendance:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rick Adams</td>
<td>U.S. Olympic Committee.</td>
</tr>
<tr>
<td>Doug Beal</td>
<td>USA Volleyball.</td>
</tr>
<tr>
<td>Rich Bender</td>
<td>USA Wrestling.</td>
</tr>
<tr>
<td>Mike Cavanaugh</td>
<td>USA Team Handball.</td>
</tr>
<tr>
<td>Alfonso Cerda</td>
<td>US Soccer.</td>
</tr>
<tr>
<td>Max Cobb</td>
<td>US Biathlon.</td>
</tr>
<tr>
<td>Craig Cress</td>
<td>USA Softball.</td>
</tr>
<tr>
<td>Mary Emmons</td>
<td>USA Archery.</td>
</tr>
<tr>
<td>Keith Ferguson</td>
<td>USA Taekwondo.</td>
</tr>
<tr>
<td>Ron Galimore</td>
<td>USA Gymnastics.</td>
</tr>
<tr>
<td>Jack Gierhart</td>
<td>US Sailing.</td>
</tr>
<tr>
<td>Stacey Hepp</td>
<td>USA Softball.</td>
</tr>
<tr>
<td>Devin Johnson</td>
<td>USA Taekwondo.</td>
</tr>
<tr>
<td>Jim Leahy</td>
<td>USA Luge.</td>
</tr>
<tr>
<td>Duffy Mahoney</td>
<td>USA Track &amp; Field.</td>
</tr>
<tr>
<td>Glenn Merry</td>
<td>USA Rowing.</td>
</tr>
<tr>
<td>Dan Paine</td>
<td>USA Rugby.</td>
</tr>
<tr>
<td>Denise Parker</td>
<td>USA Archery.</td>
</tr>
<tr>
<td>Chris Ramsey</td>
<td>USA Water Polo.</td>
</tr>
<tr>
<td>Kate Reisinger</td>
<td>USA Fencing.</td>
</tr>
<tr>
<td>Kelly Skinner</td>
<td>U.S. Olympic Committee.</td>
</tr>
<tr>
<td>Michael Theimer</td>
<td>USA Shooting.</td>
</tr>
<tr>
<td>Rob Urbach</td>
<td>USA Triathlon.</td>
</tr>
<tr>
<td>Chris Vadala</td>
<td>USA Volleyball.</td>
</tr>
<tr>
<td>Sarah Wilhelmi</td>
<td>U.S. Olympic Committee.</td>
</tr>
</tbody>
</table>

**NCAA Staff Support in Attendance:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alex Smith</td>
<td>Liz Turner Suscha and Wendy Walters.</td>
</tr>
</tbody>
</table>
### Other NCAA Staff Members in Attendance:

| None. |
KEY ITEM.

- Modifications of the Award Structure for the Graduate Student Research Grant Program. The NCAA Research Committee decided to modify the award structure for the graduate student research grant program, beginning in 2017. While maintaining the maximum award cap of $7,500, the committee decided that future grantees will receive a $2,000 scholarship and up to $5,500 in research funding. Research funding would be limited to data gathering, analyses and presentation of findings at academic conferences by the graduate student. Funding to support travel for research dissemination would be restricted to the graduate student grantee and capped at $1,500 of budget. Data gathering expenses could include participant compensation as well. In addition to updating the 2017 Call for Proposals to outline the new budget structure, a sample budget and narrative will also be provided on the NCAA research website to better equip graduate students for completing that section of the grant application.

ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   - Creation of Current Student-Athlete Panel.
     - Recommendation. The committee made a unanimous recommendation that staff approach the national Student-Athlete Advisory Committee boards to determine their interest in calling for research panels to be recommended in all three divisions.
     - Effective date. Staff will work with SAAC liaisons to hold discussions with SAAC during their spring 2017 meetings.
     - Rationale. Creating student-athlete research panels would enable more "real-time" access to the opinions of student-athletes on important issues related to the student-athlete experience.
     - Estimated budget impact. None.
     - Student-athlete impact. Research panels would provide prompt access to student-athlete opinions on various aspects of their experience and such panels may lessen the per-student time spent participating in NCAA survey research.
INFORMATIONAL ITEMS.

1. Approval of November 2015 Meeting Report. The Research Committee approved the report of the November 16-17, 2015, meeting.

2. Discussion of NCAA Graduate Student Research Grant Program Process. The committee reviewed the 2016 review process, adopted during the 2015 committee meeting. The committee determined the process ran smoothly, and would like to maintain the format in the future. The committee provided positive feedback about the new recommended format and endorsed changes to the grant allocations and the 2017 Call for Proposals (Key Item).

3. 2016 Graduate Student Research Grant Selections. The committee reviewed the Graduate Student Research Grant proposals and determined that it would fund the following seven research grant proposals:

   a. Chelsey Bowman, Boston University: Bystander Behaviors Related to Potential Sexual Assault: Individual and Contextual Predictors Among Student-Athletes ($7,230);

   b. Scott Graupensperger, Pennsylvania State University: Everyone Else Is Doing It: Predicting Susceptibility to Peer Influence in Student-Athletes ($6,000);

   c. Jessica Jackson, New Mexico State University: The Prevalence and Experience of Race Related Stress Among Black Male Student-Athletes: A Mixed Method Study ($7,500);

   d. Alvin Logan, University of Texas at Austin: The One Dimensional Black College Football Player: A Mixed Methods Approach to Understanding the Importance of Being Multidimensional Student-Athletes ($1,000);

   e. Bernadette Maher, Temple University: How the Psychosocial Effects of Serious Injuries Impact the Academic Lives of Student-Athletes ($1,709);

   f. Stefanie Van Horn, West Virginia University: An Examination of Coach Provided Social Support to Injured Athletes ($5,434); and

   g. Candice D. Williams, Sam Houston State University: A Qualitative Exploration of a Select Group of Female Student-Athlete Mothers Who Experienced a Pregnancy While Competing at a Division I or Division II University ($1,000).
4. **2016 Research Initiatives.** The committee received updates on the following research efforts unique to the 2016 academic year.

   a. **Texas Longitudinal Study.** The committee was informed of an ongoing research collaboration between NCAA research staff and the University of Texas-Dallas that will merge 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.

   b. **NCAA Division I Time Demands Surveys.** The committee was informed of the two time demands surveys conducted between November 2015 and April 2016. The committee discussed the role the data played in the 2016 Division I legislative process. The committee also reviewed the time demands proposals up for a vote at the 2017 NCAA Convention.

   c. **Discussion Regarding Current and Former Student-Athlete Sampling.** Staff informed the committee about the development of a former student-athlete research panel. To date, over 3,000 former student-athletes have agreed to take part in this panel. The committee also discussed methods of creating a similar panel of current student-athletes.

   d. **Update on NCAA Technical Advisory Panel and Review of NCAA Next Steps in Response to Redesigned SAT.** The committee received a report on how scores on the redesigned SAT would be used in the initial-eligibility waiver process. As a result of the work of the Technical Advisory Panel, NCAA staff developed a conversion table that will be used in the initial-eligibility waiver process for the following academic years: 2017-18, 2018-19 and 2019-20. The research staff will continue to collaborate with this Technical Advisory Panel over the coming years to evaluate the predictive validity of the revised SAT and to determine what modifications, if any, need to be made to the initial-eligibility sliding scales used in Divisions I and II.

   e. **Gallup Life Outcomes Survey.** Staff provided information on the outcomes from the Gallup Study that examined the well-being outcomes for former NCAA student-athlete college graduates and compared their outcomes to those of nonathlete peers.

5. **NCAA Division I Strategic Vision and Planning Committee.** The Research Committee was informed of the efforts of the Strategic Vision and Planning Committee. It was noted that Research Committee will likely interact with that committee on research matters related to Division I.

6. **NCAA Research Communication Initiatives.** Staff provided an overview of research communications strategies, especially as it relates to web presence and social media.
7.  **2017 Chair Selection.** The committee agreed to seek nominations for a new chair to serve a two-year term, from January 1, 2017, to December 31, 2018. Nominations will be due November 18, 2016, and the election (by online ballot) will take place the week of December 5-12, 2016.

8.  **2015 NCAA Graduate Student Research Grant Presentations.** The following presentations from the 2015 cycle of the grant program were given:

   a.  *Student-Athletes' Attitudes towards Seeking Online Counseling* by Matthew Bird of Florida State University;

   b.  *Experiences of Impulsivity, Anxiety and Anger in Concussed Collegiate Athletes: A Mixed Methods Study* by Megan Byrd of West Virginia University;

   c.  *Experiences of Impulsivity, Anxiety and Anger The Experiences of African American Female Assistant Coaches in NCAA Division I Women's Basketball* by Leslie Larsen of the University of Tennessee, Knoxville;

   d.  *Alternative Success Theory: An Examination of what Athletic Department Success Means for Small Colleges* by Claire Schaeperkoetter of the University of Kansas; and


9.  **Ongoing Research Efforts.** The committee received updates on the following items from the NCAA research staff:

   a.  Update on Substance Use survey. Staff informed the committee that the instrument will be in the field the spring semester, with initial results in fall 2017.

   b.  Division I Graduation Rates.

   c.  Update on GOALS and Social Environments preliminary findings. Staff informed the committee that over 23,000 student-athletes took the Wagering and Social Environments survey in spring 2016. A preview of results will be shared at the FARA annual meeting, with full results presented at the 2017 NCAA Convention.

   d.  Division II Research. The committee received an overview of research being conducted on behalf of Division II with a focus on the recent graduation rates data.

   e.  Division III Research. Staff provided information on the financial aid and graduation rates studies conducted on behalf of Division III institutions.
10. **Future Meetings.** The committee determined that mid-to-late September would be a preferable meeting time. The chair will poll committee members to determine availability for the annual meeting to be held in Indianapolis in September 2017. Moving this meeting date will move the NCAA Graduate Student Research Grant deadline earlier by two months.

*Committee Chair: Ludmilla Wells, Florida Gulf Coast University, Atlantic Sun Conference*
*Staff Liaison: Lydia Bell, Research*

<table>
<thead>
<tr>
<th>Research Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 2-3, 2016, Meeting</td>
</tr>
</tbody>
</table>

**Attendees:**
Nicole Annaloro, Notre Dame de Namur University; Pacific West Conference.
Kurt Beron, University of Texas at Dallas; American Southwest Conference.
Mark Davis, University of Evansville; Missouri Valley Conference.
Eric Laudano, University of Pennsylvania; The Ivy League.
Richard Loosbrock, Adams State University; Rocky Mountain Athletic Conference.
Michael Sagas, University of Florida; Southeastern Conference.
Pamela Samuelson, Susquehanna University; New Jersey Athletic Conference.
Craig Stevens, West Chester University of Pennsylvania; Pennsylvania State Athletic Conference.
Ludmilla Wells, Florida Gulf Coast University; Atlantic Sun Conference.

**Absentees:**
Chris Kimball, California Lutheran University; Southern California Intercollegiate Athletic Conference.

**Guests in Attendance (2015 Grant Recipients):**
Matthew Bird, Florida State University.
Megan Byrd, West Virginia University.
Leslie Larsen, University of Tennessee, Knoxville.
Claire Schaepkerkoetter, University of Kansas.
Lisa van Raalte, Arizona State University.

**NCAA Staff Support in Attendance:**
Lydia Bell.

**Other NCAA Staff Members in Attendance:**
Sara Clark, Markie Cook, Eric Hartung, Tom Paskus, Todd Petr, Sonja Robinson, Tiese Roxbury and Gregg Summers.
2017 NCAA Convention Division III Legislative Proposals
Question and Answer Guide

Approved November 17, 2016, by the
NCAA Division III Interpretations and Legislation Committee

Please note this is the first edition of the 2017 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**

**TABLE OF CONTENTS**

Understanding How to Read the 2017 NCAA Convention Division III Official Notice…………..3

Proposal No. 2017-1 (2-1) NCAA Membership -- Conditions and Obligations of Membership -- Independent Medical Care…………..5

Proposal No. 2017-2 (2-4) Eligibility -- Graduate and Postbaccalaureate Transfers…………..9

Proposal No. 2017-3 (2-5) Financial Aid from Outside Sources that Consider Athletics Leadership, Ability, Participation or Performance -- Restriction on Recipient’s Choice of Institutions…………..11

Proposal No. 2017-4 (2-6) Playing and Practice Seasons -- General Playing Season Regulations - Standardization of Annual Contest and Date of Competition Exemptions…………..14

Proposal No. 2017-5 (2-8) Playing and Practice Seasons -- Field Hockey and Lacrosse -- Preseason Joint Practice, Scrimmage or Exhibition -- Exemption from Maximum Contest and Date of Competition Limitations…………..18

Proposal No. 2017-6 (2-7) Playing and Practice Seasons -- General Playing Season Regulations - Required Day Off for Track and Field Indoor/Outdoor and Swimming and Diving…………..20

Proposal No. 2017-7 (2-3) Recruiting -- Tryouts and Camps and Clinics -- Deregulating Camps and Clinics…………..21

Proposal No. 2017-8 (2-9) Membership -- Provisional or Reclassifying Membership -- Class Size and Assignment -- Provisional Program Size Limit…………..24

Understanding How to Read the 2017 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 Presidents Council grouping and the general grouping of proposals?

   The NCAA Division III 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 2017-18 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 of the 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
2017 NCAA Convention Division III Legislative Proposals

NCAA Division III Proposal Number 2017-1 (2-1).

Title: NCAA MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- INDEPENDENT MEDICAL CARE.

Effective Date: August 1, 2017.

Source: NCAA Division III Presidents Council [Management Council (Committee on Competitive Safeguards and Medical Aspects of Sports)].

Intent: To specify that an active member institution shall: (1) establish an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of primary athletics health care providers (team physicians and athletic trainers) to determine medical management and return-to-play decisions related to student-athletes; and (2) designate an athletics healthcare administrator to oversee the institution's athletics health care administration and delivery.

Question No. 1: If adopted, how will this proposal impact institutions?

Answer: This proposal would require institutions to do two things: (1) an institution must establish an administrative structure that permits primary athletics health care providers to determine medical management and return-to-play decisions related to student-athletes. The decisions made may not be challenged. Within this structure, a coach may not serve as the sole supervisor nor have sole hiring/firing authority over primary athletics health care providers; and (2) an institution will need to designate an athletics healthcare administrator. This administrator will oversee the institution’s athletics health care administration and delivery.

Question No. 2: What if the director of athletics is also a coach of a sports team?

Answer: A director of athletics who is also a coach may not serve as the sole supervisor nor have sole hiring/firing authority over primary athletics health care providers. Effective solutions to this situation may focus on the development of shared supervisory relationships for athletics health care providers, or on the creation of appeal or oversight mechanisms, external to the athletics department, for the evaluation of the merits of negative employment decisions against athletics health care providers. Another example may be an administrative ‘firewall’ so that decision-making by
primary athletics health care providers is always autonomous and unchallengeable.

Question No. 3: What is a "primary athletics health care provider"?

Answer: A primary athletics health care provider is defined as an institution’s team physician and/or athletic trainer. This designation reflects the central role the physician and athletic trainer play, by virtue of their training, qualifications, and credentials, in the day-to-day management of student-athlete health and safety. This designation is also consistent with guidelines and recommendations established by sports medicine and athletic training professional organizations.

Question No. 4: How is "administrative structure" defined?

Answer: In the context of this proposal, the administrative structure is the organizational makeup, policy and process through which the institutional medical line of authority operates. Within the administrative structure, primary athletics health care providers should have authority and reporting lines that ensure their complete autonomy to determine medical management and return-to-play decisions for student-athletes.

Question No. 5: Who may be designated as an athletics health care administrator and what functions should the individual perform?

Answer: An institution should designate an individual who has administrative and clinical knowledge, but there is otherwise no specific credentialing required. The athletics health care administrator is not required to supervise or oversee the primary athletics health care providers and other members of the medical team, but rather should be focused on compliance with the broad structure and administrative environment in which student-athlete medical care is delivered. The proposal does not require that the individual have specific qualifications [e.g., doctor of medicine (MD), doctor of osteopathic medicine (DO)]. An athletics health care administrator is not required to be an institutional employee.

The position is administrative in nature and does not necessarily reflect the normal medical-legal hierarchy that would be required for the delivery of athletics health care. For example, athletic trainers deliver health care under the direction of a licensed physician. However, an athletic trainer could serve as the athletics health care administrator. While primary athletics health care providers will retain unchallengeable autonomous authority to
determine medical management and return-to-play decisions, the athletics health care administrator will play an administrative role in the delivery of athletics health care. This administrative role may include assuring that schools are compliant with all pertinent NCAA health and safety legislation and with interassociation consensus statements that impact student-athlete health and safety.

Question No. 6: **Is there specific training required (e.g., certification, license) of the athletics health care administrator?**

Answer: No, but the individual should assure institutional compliance with existing, pertinent legislation and interassociation recommendations.

Question No. 7: **Must the independent medical care be provided separate from and independent of the institution?**

Answer: No. The phrase "independent medical care" refers to an environment in which primary athletics health care providers may make medical decisions for student-athletes free of pressure or influence from non-medical factors. It depends on establishing an institutional medical line of authority independent of coaches and sport-specific staff members in an effort to afford sports medicine providers unchallengeable, autonomous authority to determine medical management and return-to-play decisions of student-athletes without outside influence.

Question No. 8: **How does an athletics health care administrator differ from having a team physician?**

Answer: The athletics health care administrator position lies outside of the normal medical hierarchy required for the lawful delivery of medical care. Physicians sit atop of that hierarchy, and a team physician/medical director is ultimately responsible for the care being delivered at all member institutions. Existing legislation in all three divisions requires the designation of a team physician who “shall be authorized to oversee the medical services for injuries and illnesses incidental to a student-athlete’s participation in intercollegiate athletics” (NCAA Division I Constitution 3.2.4.16, Division II Constitution 3.3.4.17, Division III Constitution 3.2.4.18). Team physician authority is the linchpin for independent medical care of student-athletes.

An analogy for an athletics health care administrator is that of a medical office manager who works in a physician’s office. The typical medical
office manager has administrative and clinical knowledge, skills in business and administration and clinical management. The medical office manager is also responsible for the operations of the medical practice. Importantly, medical office managers are not dictating the care delivered by the physician. Instead, they are ensuring that the care is being delivered in an organizational environment that reflects relevant laws, rules and regulations.

**Question No. 9:** Will institutions be required to report to the NCAA the name of the individual appointed as the athletics health care administrator?

**Answer:** The membership database will be updated to allow designation of the institution’s athletics health care administrator, but the proposal does not require reporting to the national office.

**Question No. 10:** Does this proposal require institutions to have medical staff present at all practices and competitions?

**Answer:** No.

**Question No. 11:** What if a coach is the only individual present from the institution at a practice or competition when an injury occurs?

**Answer:** The coach must follow protocols established by the primary athletics health care provider(s). The protocols should be consistent with existing health and safety legislation and relevant interassociation recommendations.

**Question No. 12:** Does the “unchallengeable autonomous authority” requirement preclude a student-athlete from getting a second opinion from a medical practitioner outside of the institution?

**Answer:** No. A student-athlete is permitted to seek an outside medical opinion. However, an outside medical opinion cannot override the decision of the primary athletics health care provider(s) regarding return-to-play. Such an opinion becomes part of the data that must be analyzed by the primary athletics health care provider(s) in making unchallengeable, autonomous medical decisions.
NCAA Division III Proposal Number: 2017-2 (2-4).

Title: ELIGIBILITY -- GRADUATE AND POSTBACCALAUREATE TRANSFERS

Effective Date: August 1, 2017.

Source: Wisconsin Intercollegiate Athletic Conference and Little East Conference.

Intent: To permit a graduate student to participate in intercollegiate athletics at the institution of his or her choice.

Question No. 1: Under the current rule, how may a graduate or postbaccalaureate student participate in intercollegiate athletics?

Answer: Currently, a Division III student-athlete who has completed a baccalaureate degree may only participate in Division III intercollegiate athletics at the institution he or she most recently attended as an undergraduate and may only do so if he or she has eligibility remaining and all participation occurs within the applicable 10-semester/15-quarter period.

An institution may submit a legislative relief waiver on behalf of a student-athlete pursuing a graduate or postbaccalaureate degree at an institution other than the one he or she most recently attended as an undergraduate. To qualify for this waiver a student-athlete must have received his/her undergraduate degree in less than four academic years with no breaks in full-time enrollment and a minimum cumulative grade-point average of 3.000. For student-athletes who do not meet these criteria, an institution may submit a waiver for students who demonstrate extenuating or extraordinary circumstances.

Question No. 2: If this proposal is adopted, how will it impact the current rule?

Answer: A student-athlete who has completed a baccalaureate degree would be permitted to continue to participate in intercollegiate athletics at an institution he or she did not attend as an undergraduate provided the student: (1) is enrolled and seeking a second baccalaureate or graduate degree; (2) has eligibility remaining; and (3) participation occurs within the applicable 10-semester/15-quarter period. Thus, a legislative relief waiver would no longer be necessary.

Question No. 3: Does Division I legislation allow a graduate transfer student-athlete to participate in intercollegiate athletics?

Answer: Yes. A graduate transfer student-athlete from any division may participate at a Division I institution provided the student meets the Division I one-time transfer exception and has eligibility remaining.

If a graduate transfer student does not meet the Division I one-time transfer exception because of participation in Division I baseball, basketball, bowl subdivision football or men’s ice hockey the student shall still qualify and be eligible if: (1) the student fulfills the remaining conditions of the Division I one time transfer exception; (2) the student has at least one season of competition remaining; and (3) the student’s previous institution did not renew his or her athletically related financial aid for the following academic year.

Question No. 4: Does Division II legislation allow a graduate transfer student-athlete to participate in intercollegiate athletics?

Answer: Yes. A graduate transfer student-athlete from any division may participate at a Division II institution provided the student has eligibility remaining.

Question No. 5: If this proposal is adopted, how would it impact the requirement that a Division III institution receive permission to contact?

Answer: An athletics staff member may not make contact in any manner with a student-athlete of another NCAA or NAIA four-year collegiate institution, without first obtaining written permission to do so, regardless of who makes the initial contact. If a student-athlete is still enrolled at another institution permission to contact or a self-release for a Division III transfer is required. However, if a student has officially withdrawn from the previous institution permission to contact is not required.

Question No. 6: How many Division III institutions have graduate programs?

Answer: Based on U.S. Department of Education classifications of institutions, the NCAA staff estimates approximately half of Division III institutions offer at least one graduate level academic program (e.g. M.A., M.S., Ph.D.). There is significant diversity in these offering across institutions in terms of the number and type of programs. For example, an institution may offer one Masters level program in nursing while another offers 20 graduate programs in areas including business, education and the sciences.
Question No. 7: How many Division III student-athletes are participating in intercollegiate athletics while enrolled in a graduate level program?

Answer: Based on the 2016 NCAA Growth, Opportunities, Aspirations and Learning of Students Study, the NCAA staff estimates that currently less than one percent of Division III student-athletes are enrolled in a graduate level program.

Question No. 8: Would this proposal allow a student to participate if the student is enrolled in a certificate program?

Answer: No. This exception is intended to only apply for student-athletes enrolled in official baccalaureate or graduate degree programs.

Question No. 9: How many credit hours must a student-athlete pursuing a second baccalaureate degree enroll in to be considered full-time and eligible for intercollegiate athletics?

Answer: A student-athlete enrolled in a second baccalaureate degree must be enrolled in 12 semester or quarter hours to be eligible for intercollegiate athletics and considered full-time by the institution.

Question No. 10: How many credit hours must a graduate student-athlete enroll in to be considered full-time and eligible for intercollegiate athletics?

Answer: The number of credit hours for full-time enrollment is determined by each institution for graduate programs.

Question No. 11: How many student-athletes who completed their undergraduate degree from a Division III institution go on to compete as graduate student-athletes at Division I or II institutions?

Answer: The NCAA does not currently track this information.

NCAA Division III Proposal Number 2017-3 (2-5).

Title: FINANCIAL AID FROM OUTSIDE SOURCES THAT CONSIDER ATHLETICS LEADERSHIP, ABILITY, PARTICIPATION OR PERFORMANCE -- RESTRICTION ON RECIPIENT'S CHOICE OF INSTITUTIONS

Effective Date: August 1, 2017.
Source: NCAA Division III Presidents Council [Management Council (Financial Aid Committee)].

Intent: To amend the limitations of outside financial aid awards to preclude the donor of an outside aid award that considers athletics leadership, ability, participation or performance from restricting the recipient to attend a specific institution.

Question No. 1: Under current legislation, may a student-athlete receive a financial aid award that considers athletics?

Answer: Yes, provided the award comes from a source outside the institution and satisfies all the following conditions: (1) the award is part of an established and continuing program for the recognition of outstanding high school graduates (i.e. the award is for a student initially enrolling in a collegiate institution as opposed to a continuing student); (2) the award is made on only one occasion but may be disbursed over multiple years; (3) the recipient’s choice of institutions is not restricted by the donor of the aid; and (4) there is no direct connection between the donor and the student-athlete’s institution.

Question No. 2: How does this proposal change the current legislation?

Answer: This proposal would change the requirement that the recipient’s choice of institutions may not be restricted by the donor of the aid. Rather, restrictions would be allowed, provided those restrictions don’t result in effectively limiting the recipient’s choice of institutions to one institution. For example, under current legislation the award is not permissible if the recipient must use the aid within a specific state because that is restricting the recipient’s choice of institutions. The proposal, however, would allow that limitation provided there is more than one institution within that state.

Question No. 3: Pursuant to this proposal would an award be permissible if it may only be used at institutions within a particular conference?

Answer: No. An award that is limited to the institutions within a particular conference (which is an NCAA defined legislative and competitive body) effectively becomes an award of that conference. A conference is not permitted to award financial aid based on athletics to an incoming student-athlete.
Question No. 4: Could the recipient’s choice of institutions be restricted to the institutions within an athletics consortium?

Answer: No.

Question No. 5: Pursuant to this proposal, would an award be permissible if the choice of institutions included only one four-year institution among multiple other collegiate institutions (e.g. two-year institutions)?

Answer: Yes, provided all other conditions are satisfied and more than one of the institutions offers an intercollegiate athletics program.

Due to potential confusion regarding the existing legislation, the following questions and answers address the remaining conditions of the existing legislation that would not be changed by the proposal.

Question No. 6: Who is permitted to receive a financial aid award from an outside source that considers athletics leadership, ability, participation or performance?

Answer: This award is intended for an outstanding high school graduate. Thus, only student-athletes initially enrolling in a collegiate institution may receive an award from an outside source that considers athletics leadership, ability, participation or performance. Student-athletes may continue to receive this type of award each year provided the award was only made once, but disbursed over multiple years.

Question No. 7: What does the condition “There shall be no direct connection between the donor and the student-athlete’s institution” mean?

Answer: The recipient may not use the outside award if the donor of the award is an athletics representative of the institution that the recipient plans on attending.

Question No. 8: If an individual has previously donated money to a member conference, does that individual have a “direct connection” with all institutions within that conference?

Answer: No. Donating to a conference does not render that individual a representative of the institution’s athletics for all the institutions in that conference.
Question No. 9: If the outside award comes from an organization where its members are representatives of the athletics interests of many member institutions, is the recipient precluded from using the award at all of those institutions?

Answer: No. The donating organization does not become a representative of the athletics interests of all of the institutions of its members. An organization, independent of its individual members, must be reviewed on a case by case basis to determine if the organization is a representative of any particular institution’s athletics interest.

Example: John is a representative of the athletics interest of Institution A. John is also a member of his local Kiwanis club. That local Kiwanis club provides a scholarship every year to a deserving high-school graduate in which athletics is considered. May the recipient use the scholarship at Institution A?

Yes, provided the Kiwanis club, separate from John, has not done anything to become a representative of Institution A’s athletics interest.

NCAA Division III Proposal Number 2017-4 (2-6).

Title: PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- STANDARDIZATION OF ANNUAL CONTEST AND DATE OF COMPETITION EXEMPTIONS

Effective Date: August 1, 2017.

Source: NCAA Division III Management Council.

Intent: To standardize annual contest and date of competition exemptions. Specifically, to allow each sport to exempt participation in the following: (1) conference championship; (2) season-ending tournament; and (3) two scrimmages, exhibitions or joint practices. Additionally, to allow the two scrimmages, exhibitions or joint practices to occur prior to the first permissible contest date in all sports other than wrestling.

Question No. 1: What is a contest/date of competition exemption?

Answer: A contest or date of competition that does not count towards a team’s maximum allowable number of contests or dates of competition.
Question No. 2: How would this proposal standardized contest/date of competition exemptions?

Answer: Currently there are standard exemptions that apply to all sports, exemptions that only apply to a few sports and exemptions that only apply to a specific sport. This proposal would eliminate the exemptions that only apply to a sport or a few sports and redefine the standard exemptions. Specifically, the standard exemptions would include: (1) conference championship tournament; (2) season ending tournament; and (3) two exhibitions, scrimmages or joint practices (discretionary exemptions).

Question No. 3: Which contests may be exempted as exhibitions, scrimmages or joint practices and when may they occur?

Answer: A team may exempt any contest that occurs within the traditional segment and is not used for championship selection purposes. For sports that have a first permissible contest date different than the first permissible practice date, these contests may occur before the first permissible contest date (exception, wrestling, see Question No. 10). An institution could only use an exemption for a contest during the nontraditional segment if the contest is an alumni contest.

Question No. 4: If this proposal is adopted, what existing annual exemptions would no longer exist?

Answer: The following annual exemptions will no longer exist: (1) fundraising activity; (2) foreign team in the United States; (3) alumni game; and (4) sport specific exemptions.

An institution may, however, continue to conduct the contests referenced above. The institution would simply have to count those contests against their maximums or count those contests as one of their two exempted scrimmages, exhibitions or joint practices.

Question No. 5: If this proposal is adopted, what existing annual exemptions would remain?

Answer: Exemptions for the conference championship and a season-ending tournament would remain.

Question No. 6: If this proposal is adopted, does it impact non-annual exemptions?

Answer: No. The once-in-three-years foreign tour and one-in-four-years contests or dates of competition in Hawaii, Alaska or Puerto Rico are not impacted by this proposal. Institutions may still exempt these contests or dates of competition.

Question No. 7: If this proposal is adopted, which sport-specific exemptions would be impacted?

Answer: The following sports currently have a sport-specific exemption that would no longer exist. Participation in these contests would have to count towards the institutions maximum contests and dates of competition or be used as one of the discretionary exemptions.

- Basketball – Up to two exhibitions, scrimmages or joint practices against any opponent.
- Cross Country – an unlimited number of exhibitions or scrimmages on one date during the preseason period.
- Fencing – U.S. National Team, Hawaii, Alaska or Puerto Rico.
- Field Hockey – an unlimited number of exhibitions or scrimmages on one date during the preseason practice period.
- Football – 12-member conference championship and one preseason, joint practice or exhibition.
- Golf – College All-American Golf Classic and College-Am Event.
- Gymnastics – U.S. National Team, Hawaii, Alaska or Puerto Rico, USA Gymnastics and NCGA Championships.
- Women’s Ice Hockey – two contests against the U.S. national women’s ice hockey team during the season leading up to the Winter Olympics.
- Ice Hockey – one scrimmage, exhibition game or joint practice before the first permissible contest date, foreign team in U.S. and U.S. National Development Team.
- Rifle – U.S. National Team and contests against a member institution in Hawaii, Alaska or Puerto Rico.
- Rowing – U.S. Rowing Association Championship and Hawaii, Alaska or Puerto Rico.
- Women’s Rugby – National Governing Body Championship and contests against a member institution in Hawaii, Alaska, or Puerto Rico and an unlimited number of exhibitions or scrimmages on one date during the preseason practice period.
- Skiing – U.S. National Team and contests against a member institution in Hawaii, Alaska or Puerto Rico.
• Soccer – One preseason joint practice, scrimmage or exhibition and an unlimited number of exhibitions or scrimmages on one date during the preseason practice period that counts as only one contest.
• Women’s Volleyball – An unlimited number of preseason joint practices, scrimmages or exhibitions conducted on one date during the preseason practice period.
• Water Polo – U.S. National Team.

Question No. 8:  If this proposal is adopted, do the two discretionary exemptions apply separately to varsity and sub-varsity (i.e. two for each squad)?

Answer: During the traditional segment, varsity and sub-varsity (e.g., junior varsity) teams are considered separate teams and may schedule separate contests and dates of competition. Thus, the varsity and sub-varsity teams would each be permitted two discretionary exemptions during the traditional segment.

Question No. 9: If this proposal is adopted, may a student-athlete participate in two exempted scrimmages for the varsity team and two exempted scrimmages, for the junior varsity team?

Answer: No. Each student-athlete is still limited to a specific maximum number of contests and dates of competition. A student-athlete would only be permitted to participate in two exempted exhibitions scrimmages or joint practices.

Question No. 10: If this proposal is adopted, are any sports precluded from using the two discretionary exempted scrimmages, exhibitions or joint practices prior to its first regular-season contest or date of competition?

Answer: Yes, the sport of wrestling. NCAA Proposal No. 2011-12 was adopted for the sport of wrestling to specify that an institution shall not commence practice sessions prior to October 10 and shall not engage in its first date of competition with outside competition prior to November 1. If this proposal is adopted, it does not change this legislation. Therefore, the sport of wrestling may not use its two exempted scrimmages, exhibitions or joint practices prior to November 1 during the playing and practice season. The team may use the two exemptions after the first permissible date of competition.

Question No. 11: If this proposal is adopted, would the exempted exhibition, scrimmage or joint practice have to be classified as the same type of contest by each opponent?
The contest must be classified the same by all participating Division III institutions. However, if an institution uses a discretionary exemption against a non-Division III opponent, the contest may be classified differently. (See official interpretation 2/25/16, Item Ref: 2-a)

How would this proposal impact the sports of soccer and field hockey which currently may: (1) conduct up to three exhibitions/scrimmages before the first permissible contest date, which must be counted towards the maximum contest limits (but soccer could exempt one of these contests); and (2) conduct an unlimited number of contests on one date prior to the first permissible contest date that only counts as one contest?

Field hockey and soccer would still be permitted to play up to three scrimmages or exhibitions before the first permissible contest date. The proposal would allow two of these contests to be exempted from the maximum contest limits. Further, these sports would no longer be allowed to play an unlimited number of contests on one date and have it only count as one.

**NCAA Division III Proposal Number 2017-5 (2-8).**

**Title:** PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND LACROSSE -- PRESEASON JOINT PRACTICE, SCRIMMAGE OR EXHIBITION -- EXEMPTION FROM MAXIMUM CONTEST AND DATE OF COMPETITION LIMITATIONS

**Effective Date:** August 1, 2017.

**Source:** Middle Atlantic Conferences, Empire 8 and Great Northeast Athletic Conference.

**Intent:** To allow field hockey and lacrosse teams to conduct an exempted scrimmage, exhibition or joint practice with outside competition prior to the first permissible contest or date of competition.

Will this proposal be impacted if Proposal No. 2017-4 (Playing and Practice Season Regulations – Standardization of Annual Contest and Date of Competition Exemptions) is adopted?

Yes. If Proposal No. 2017-4 is adopted, this proposal will be rendered moot and will not be voted on.
Question No. 2: Under the current rule, what type of competition may occur for field hockey prior to the first permissible contest?

Answer: Field hockey teams may play up to three scrimmages or exhibition games before the first regular scheduled contest, provided the scrimmages or exhibition games are conducted during the institution’s declared playing season and are counted against the maximum number of contests.

Question No. 3: Under the current rule, what type of competition may occur for lacrosse prior to the first permissible date of competition?

Answer: Lacrosse is not permitted to play scrimmages, exhibitions or any competitions prior to the first date of competition.

Question No. 4: If this proposal is adopted, how would this proposal amend the field hockey preseason restrictions?

Answer: This proposal would permit field hockey teams to exempt one preseason joint practice, scrimmage or exhibition conducted during the preseason practice period (Please note that field hockey is a contest sport as opposed to a date of competition sport).

Question No. 5: If this proposal is adopted, how would this proposal amend the lacrosse preseason restrictions?

Answer: This proposal would permit lacrosse teams to hold an unlimited number of preseason joint practices, scrimmages or exhibitions on one date prior to the institution’s first regular season contest. (Please note that lacrosse is a date of competition sport as opposed to a contest sport).

Question No. 6: In the sport of field hockey, could an institution exempt the one date on which an institution may conduct an unlimited number of exhibitions or scrimmages prior to the first permissible contest date?

Answer: This proposal allows an institution to exempt one joint practice, scrimmage or exhibition. As such, if an institution’s field hockey team chooses to conduct an unlimited number of exhibitions or scrimmages on a single date prior to the first permissible contest date, the institution may only exempt one of those scrimmages from the maximum contest limitations.
NCAA Division III Proposal Number 2017-6 (2-7).

Title: PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- REQUIRED DAY OFF FOR TRACK AND FIELD INDOOR/OUTDOOR AND SWIMMING AND DIVING

Effective Date: Immediate.

Source: Minnesota Intercollegiate Athletic Conference and Heartland Collegiate Athletic Conference.

Intent: To eliminate the requirement that the mandatory day off for track and field and swimming and diving programs be the same day for every student-athlete.

Question No. 1: What is the current rule regarding the required day off?

Answer: During the playing season, all athletically related activities shall be prohibited one calendar day per defined week for all sports. The required day off per week must apply to the team as a whole (as opposed to allowing each student-athlete to take a different day off per week). A blanket waiver exists to allow an exception to this rule through the close of the 2017 NCAA Convention (see the 3/3/2016 blanket waiver identified in Question No. 2).

Question No. 2: What does the blanket waiver approved by the Management Council Subcommittee for Legislative Relief on March 3, 2016 allow?

Answer: The Subcommittee for Legislative Relief provided blanket relief for indoor and outdoor track and field teams from the application of Bylaw 17.1.4.1 and staff interpretation dated November 11, 2015 (Item No. a) through the conclusion of the 2017 NCAA Convention. Specifically, the blanket waiver allows indoor and outdoor track and field student-athletes to take different calendar days off during the playing and practice season until the close of the 2017 NCAA Convention Business Session. If the membership does not pass Proposal No. 2017-6, indoor and outdoor track and field student-athletes would no longer be permitted to take different calendar days off during the playing and practice season.

Question No. 3: If this proposal is adopted, are indoor and/or outdoor track and field and swimming and diving teams still permitted to have the mandatory day off be the same for all members of the team?

Answer: Yes.
Question No. 4: If this proposal is adopted, how does this proposal affect multisport student-athletes?

Answer: Multisport student-athletes would still be required to take one calendar day off per week regardless of the number of sports in which the student-athlete participates.

Example: A field hockey and lacrosse multisport student-athlete. The field hockey team is in its nontraditional segment and the team’s days off include Tuesday, Thursday and Sunday and the lacrosse team is in its traditional segment and the team’s day off is Monday.

1. On Sunday, the student-athlete does not participate in any athletically related activity for either team. On Monday, the student-athlete practices with the field hockey team, but not the lacrosse team; or

2. On Sunday, the student-athlete practices with the lacrosse team, but not the field hockey team. On Monday, the student-athlete does not participate in any athletically related activity with either team.

NCAA Division III Proposal Number: 2017-7 (2-3).

Title: RECRUITING -- TRYOUTS AND CAMPS AND CLINICS -- DEREGULATING CAMPS AND CLINICS

Effective Date: Immediate.

Source: North Coast Athletic Conference, Landmark Conference and Middle Atlantic Conferences.

Intent: To deregulate the tryout events and camps and clinics legislation to allow institutions to host or conduct events involving prospective student-athletes, provided those events are: (1) open to the general public; and (2) do not offer free or reduced admission to prospective student-athletes.

Question No. 1: If this proposal is adopted, how would this proposal amend the tryouts and camps and clinic legislation?

Answer: Institutions would still be prohibited from conducting a traditional tryout (See Bylaw 13.11.2.1). The proposal would, however permit greater flexibility to conduct events that include activities devoted to agility,
flexibility, and speed and strength tests. Currently, both the tryout legislation in 13.11 and the camps and clinics legislation in 13.12 requires an analysis of the specific activities of the event to determine if it is or is not permissible. This proposal would change that analysis to primarily focus on the access to participate in the event. Specifically, if the event is open to any and all entrants and prospective student-athletes do not receive free or reduced admissions, then it would be permissible for the institution to host the event and for institutional coaches to work the event. Additionally, the proposal would allow coaches to recruit at the events.

Question No. 2: Would institutions still be permitted to host competition-only events wherein they invite specific teams to participate?

Answer: Yes. Institutions would still be permitted to host team competition-only events that are not open to any and all participants.

Question No. 3: If this proposal is adopted, would institutions be permitted to host combines?

Answer: Yes. This proposal would allow an institution to host any type of event involving prospective student-athletes as long as participation in the event is open to all and prospective student-athletes do not receive free or reduced admission.

Questions No. 4: Is an institution permitted to offer free admission to all participants, even if some or all of the participants are prospective student-athletes?

Answer: Yes. An institution may offer an event and provide free admission to prospective student-athletes provided the event is free to all participants.

Question No. 5: If this proposal is adopted, can an event still be limited by objective criteria?

Answer: Yes. An event must be open to any and all entrants; however, it may be limited by age, number, gender and grade level.

Question No. 6: If this proposal is adopted, what type of recruiting contact with prospective student-athletes may occur during a camp, clinic, competition only event or other events?

Answer: While this proposal would remove the prohibition on recruiting activities during a camp and clinic, recruiting contact may not be made with a prospective student-athlete before any event that is strictly competition until
the prospective student-athlete has been released for that day by the appropriate authority. However, athletics staff members are permitted to have on-campus contact with a prospective student-athlete prior to a competition-only event, provided the prospective student-athlete is not scheduled to compete on that day on the institution’s campus.

**Question No. 7:** If this proposal is adopted, may an athletics staff member have recruiting contact with a prospective student-athlete during an event that has a combination of competition and camp, clinic or combine type activities?

**Answer:** Yes. An athletics department staff member may contact a prospective student-athlete during any event that has additional components and is not primarily competition.

**Question No. 8:** If this proposal is adopted, would student-athletes still be permitted to be paid to work events involving prospective student-athletes (e.g., an institutional camp or clinic)?

**Answer:** Yes. This proposal does not change the current regulations regarding student-athlete employment. As currently required, compensation for student-athletes shall be commensurate with the going rate for work performed but a student-athlete who only lectures or demonstrates may not receive compensation for his or her appearance.

**Question No. 9:** How are administrative duties defined for a student-athlete who is employed at an institutional or non-institutional athletics event?

**Answer:** The emphasis on requiring administrative duties is meant to ensure that a student-athlete is not paid solely to lecture or demonstrate. Any supervisory, clerical or site maintenance-type duties would be considered administrative.

**Question No. 10:** If this proposal is adopted, would student-athletes be permitted to assist with recruiting prospective student-athletes during these events?

**Answer:** Student-athletes may assist with recruiting activities if the event takes place on an institution’s campus. Student-athletes are prohibited from participating in recruiting activities off campus.

**Question No. 11:** If an institutional coach, who has a contract for a period of less than a full year, required to abide by NCAA regulations during the months they are not on contract?
Answer: Yes. All NCAA legislation applies to a coach who is employed by a member institution on a regular and continuing basis, even if the individual’s contract is for a period of less than a full year or the individual is absent from the institution for a temporary period.

Question No. 12: If this proposal is adopted, is a coach permitted to work for an event that is owned or operated by a recruiting or scouting service?

Answer: No. (A recruiting or scouting service includes any individual, organization, entity or segment of an entity that is primarily involved in providing information about prospective student-athletes.)

Question No. 13: If this proposal is adopted, can the institution still provide admissions discounts based on objective criteria unrelated to athletics ability?

Answer: Yes, provided such discounts are published and available on an equal basis to all who qualify (See staff interpretation dated 8/27/2009, Item Ref: 1).

Proposal Number 2017-8 (2-9).

Title: MEMBERSHIP -- PROVISIONAL OR RECLASSIFYING MEMBERSHIP -- CLASS SIZE AND ASSIGNMENT -- PROVISIONAL PROGRAM SIZE LIMIT

Effective Date: August 1, 2017.

Source: NCAA Division III Management Council (Membership Committee).

Intent: To limit the total number of participants in the provisional or reclassifying membership program to not more than 12 institutions.

Question No. 1: What is the NCAA Division III membership program process?

Answer: The NCAA Division III membership program is an interactive multi-year progression that prepares candidate institutions for membership as successful Division III athletics programs. The program is comprised of one exploratory year and four years of provisional or reclassifying membership.

Question No. 2: What is an exploratory year?

Answer: The exploratory year represents an opportunity for an institution to: (1) learn about the NCAA and Division III; (2) determine if Division III membership
is appropriate for the institution; and (3) determine if the institution is prepared to begin the provisional or reclassifying membership program.

Question No. 3: What is a Division III provisional member institution?

Answer: A provisional member institution is a four-year college or university or a two-year upper-level collegiate institution accredited by the appropriate regional accrediting agency and that has been accepted for NCAA Division III active membership.

Question No. 4: What is a Division III reclassifying member institution?

Answer: A reclassifying member institution is an active NCAA Division I or Division II member institution that has been accepted for active membership in Division III.

Question No. 5: What is the current size limit for the Division III provisional or reclassifying membership program?

Answer: Currently, a maximum of four institutions may be admitted to the provisional or reclassifying membership program in any one year.

Question No. 6: How would this proposal change the current size limit for Division III provisional or reclassifying membership program?

Answer: This proposal does not change the current annual maximum of four institutions that may be admitted to the membership program; instead, the proposal limits the overall number of institutions that may participate in the four-year provisional or reclassifying program at any one time.

Question No. 7: If this proposal is adopted, is there a maximum number of reclassifying versus provisional institutions that may be included in the total of 12 institutions in the Division III membership program?

Answer: No. The program may include any combination of reclassifying and provisional institutions, not to exceed a total of 12 institutions.

Question No. 8: If a provisional or reclassifying institution is required to repeat a year in the Division III membership program, is there an impact on the maximum of 12 institutions?
Answer: All provisional or reclassifying institutions are included in the maximum of 12 institutions, regardless of whether the institution is required to repeat a year in the membership program. Thus, an institution that is required to repeat a year of the membership program would count towards the overall maximum of 12 institutions, and may impact the number of institutions admitted to the membership programs in a particular year.

Question No. 9: Does an institution in the exploratory year count towards the class size limit?

Answer: No. Institutions in the exploratory year would not be included in the calculations of the limit of 12.

Question No. 10: How many institutions have been in the Division III provisional or reclassifying membership program over the past five academic years?

Answer: 2016-17: 8
2015-16: 11
2014-15: 12
2013-14: 9
2012-13: 8

Question No. 11: How many members are on the Division III Membership Committee?

Answer: The membership committee has 10 members, including one president. As a general practice, the president on the committee does not serve as a mentor to a provisional or reclassifying institution.

NCAA Division III Proposal Number: 2017-9 (2-2).

Title: LEGISLATIVE AUTHORITY AND PROCESS -- AMENDMENT PROCESS -- RECONSIDERATION -- ELIMINATE WINDOW OF RECONSIDERATION AND PROHIBIT ADDITIONAL RECONSIDERATION

Effective Date: August 1, 2017.

Source: Minnesota Intercollegiate Athletic Conference and Southern California Intercollegiate Athletic Conference.

Intent: To eliminate the opportunity to reconsider an amendment following confirmation of an affirmative or negative vote on that amendment by the presiding officer.
Question No. 1: What is the current process for reconsidering a proposal?

Answer: NCAA legislation says that NCAA business will be conducted according to Robert’s Rules of Order unless a specific NCAA bylaw establishes an alternative practice. Robert’s Rules of Order indicates that any action item may be reconsidered until the close of the meeting. There is, however, a specific NCAA bylaw that narrows the opportunity to reconsider an issue to a finite time known as the window of reconsideration. Currently, during the established window of reconsideration, a vote on amendment legislative proposal may be subjected to a motion for reconsideration by any member that voted on the prevailing side in the original consideration.

Question No. 2: How would this proposal change the current process?

Answer: This proposal would eliminate any reconsideration of a vote once it has been confirmed by the presiding officer.

Question No. 3: Is a proposal considered to have been adopted if it has an equal number of affirmative and negative votes?

Answer: No. A proposal must receive a majority of the votes cast to be adopted. Abstentions are not considered “votes cast” and do not impact the count. A tie vote is not a majority of the votes cast and would, therefore, be considered a “negative” vote.
NCAA Division III Presidents Council Grouping – Proposal Nos. 1-3.

**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.

<table>
<thead>
<tr>
<th>Proposal Number</th>
<th>Procedural Issues</th>
<th>Mootnicity Issues</th>
<th>Miscellaneous Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017 - 1</td>
<td>Roll call vote</td>
<td>None</td>
<td>A motion to divide the proposal for separate votes on the independent medical care provision (NCAA Constitution 3.2.4.19 as drafted in Proposal No. 2017-1) and the athletics healthcare administrator provision (NCAA Constitution 3.2.4.20 as drafted in Proposal No. 2017-1) would be contrary to the sponsor’s intent and would be ruled out of order.</td>
</tr>
<tr>
<td>2017 - 2</td>
<td>Roll call vote</td>
<td>None</td>
<td>None.</td>
</tr>
<tr>
<td>2017 - 3</td>
<td>Roll call vote</td>
<td>None</td>
<td>None.</td>
</tr>
</tbody>
</table>

NCAA Division III General Grouping – Proposal Nos. 4-9.

**General Notes.** This grouping contains six 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.
<table>
<thead>
<tr>
<th>Proposal Number</th>
<th>Procedural Issues</th>
<th>Mootnicity Issues</th>
<th>Miscellaneous Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017 - 4</td>
<td>Roll call vote</td>
<td>Yes</td>
<td>Passage of Proposal No. 4 renders Proposal No. 5 moot. A motion to divide the proposal for separate votes on certain sports would be contrary to the sponsor’s intent and would be ruled out of order.</td>
</tr>
<tr>
<td>2017 - 5</td>
<td>Roll call vote</td>
<td>Yes</td>
<td>There will not be a vote on Proposal No. 5 if Proposal No. 4 passes. Proposal No. 4 would establish two exempted scrimmages, exhibitions or joint practices for all sports including both field hockey and lacrosse (NCAA Bylaw 17.1.4.5.1). Thus, if adopted, a vote would be unnecessary on Proposal No. 5, which would establish an exempted exhibition, scrimmage or joint practice in the sports of field hockey and lacrosse. If Proposal No. 4 is not adopted, a motion to divide Proposal No. 5 for separate votes on field hockey (section A of the proposal) and lacrosse (section B of the proposal) would be in order. Any motion to divide must be specific and clearly state how the division is to be made. The motion to divide is undebatable and requires a simple majority for adoption. If the motion to divide passes, each section of the proposal would be voted on in order (i.e., Section A would be voted on first, followed by Section B).</td>
</tr>
<tr>
<td>2017 - 6</td>
<td>Roll call vote</td>
<td>None</td>
<td>A motion to divide the proposal in order to separate the vote on swimming and diving from the vote on track and field would be in order. Any motion to divide must be specific and clearly state how the division is to be made. The motion to divide is undebatable and requires a simple majority for adoption. If the motion to divide passes, each section of the proposal would be voted on in order (i.e., swimming and diving would be voted on first, followed by track and field, indoor/outdoor).</td>
</tr>
<tr>
<td>2017 - 7</td>
<td>Roll call</td>
<td>None</td>
<td>None.</td>
</tr>
<tr>
<td>2017 - 8</td>
<td>Roll call</td>
<td>None</td>
<td>None.</td>
</tr>
<tr>
<td>2017 - 9</td>
<td>Roll call vote</td>
<td>None</td>
<td>Proposal No. 9, if adopted, would not impact the window of reconsideration for the 2017 Convention. The Division III business session at the 2018 NCAA Convention would be the first business session wherein there would be no window of reconsideration.</td>
</tr>
</tbody>
</table>
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: Any delegate intending to make a motion to divide one of the nine 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.
### INTENT

To specify that an active member institution shall: (1) establish an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of primary athletics health care providers (team physicians and athletic trainers) to determine medical management and return-to-play decisions related to student-athletes; and (2) designate an athletics healthcare administrator to oversee the institution’s athletic health care administration and delivery.

### SOURCE

NCAA Division III Presidents Council [Management Council (Committee on Competitive Safeguards and Medical Aspects of Sports)].

### EFFECTIVE DATE

August 1, 2017

### RATIONALE

The NCAA Principle of Health and Safety makes it the responsibility of institutions to protect the health of, and provide a safe environment for student-athletes. As a continuum of Inter-Association Consensus: Independent Medical Care for College Student-Athlete Guidelines, this proposal supports this principle and requires further administrative controls in the delivery of integrated sports medicine and athletic training services. Specifically, this proposal addresses the issue of medical providers at institutions having unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. Further, the administrative structure should ensure that no coach serve as the sole supervisor for any medical provider, nor have sole hiring, retention, and dismissal authority over that provider. This is an issue facing institutions that directly impacts the health and well-being of student-athletes and this proposal will help ensure that appropriate medical care controls and authority exist.

### PROPOSED SPEAKERS:

- **PC (move and support):** Sue Henderson
- **PC (support):** Tori Murden McClure
- **MC (support):** Stevie Baker-Watson
### ELIGIBILITY -- GRADUATE AND POSTBACCALAUREATE TRANSFERS

**Intent.** To permit a graduate student to participate in intercollegiate athletics at the institution of his or her choice.

**Source.** Wisconsin Intercollegiate Athletic Conference and Little East Conference.

**Effective Date.** August 1, 2017

**Rationale.** Current legislation permits a graduate or postbaccalaureate student to participate only at the institution from which the student-athlete received his or her undergraduate degree. This legislation is overly restrictive in that it prohibits student-athletes who have already achieved the primary goal of collegiate enrollment (i.e., the attainment of an undergraduate degree) from continuing to pursue athletics endeavors while simultaneously progressing toward a postgraduate degree and the ultimate fulfillment of their academic and career goals. Currently, student-athletes on the verge of earning a baccalaureate degree with both seasons of participation and terms of attendance remaining must either delay graduation or potentially enroll in a graduate program that is not consistent with their career aspirations in order to continue their athletics participation.

<table>
<thead>
<tr>
<th>Proposed Speakers:</th>
</tr>
</thead>
<tbody>
<tr>
<td>PC (oppose): Jeffrey Docking</td>
</tr>
<tr>
<td>PC (oppose): Rob Huntington</td>
</tr>
<tr>
<td>PC (oppose): Jay Lemons</td>
</tr>
</tbody>
</table>

**Governance Position:**

**Presidents Council.** The Presidents Council opposes this proposal. The Division III philosophy emphasizes intercollegiate athletics as primarily a four-year, undergraduate experience. This proposal directly undermines that principle. It would create an undesirable recruiting dynamic focusing on graduate students, including student-athletes who "redshirted" in Divisions I and II and provides a recruiting advantage for Division III institutions with more robust graduate programs. It also will further divert the attention of coaches from their current student-athletes. Existing legislation allows a graduate or postbaccalaureate student to continue participation at their undergraduate institution. Current waiver guidelines permit graduate/postbaccalaureate participation at other institutions for students who meet specific academic benchmarks. These remain the appropriate avenues for allowing transfer eligibility beyond receipt of a baccalaureate degree. If necessary, it may make sense to review and potentially adjust those waiver criteria, but the existing proposal is a step too far and threatens the unique identity of Division III.

**Management Council.** The Council recommends a position of support for this proposal. While the Council noted that the proposal may preferentially impact Division III institutions with the most robust graduate programs, it emphasized the importance of reviewing the proposal with primary consideration for enhanced academic and athletic opportunities for high achieving student-athletes. The Council agreed that postgraduate education is increasingly necessary in today’s job market and that allowing student-athletes with eligibility remaining to continue participation at any institution following completion of a baccalaureate degree allows those
student-athletes to make academic and athletic choices that are in their best interests. Lastly, the Council noted that allowing postbaccalaureate participation does not conflict with the Division III philosophical tenet that promotes athletic participation as primarily a four-year, undergraduate experience.

**Subcommittee for Legislative Relief.** The subcommittee did not recommend a position for this proposal. Rather, the subcommittee recognized arguments both in support of and in opposition to the proposal, which included the following: (1) The proposed change would provide student-athletes an opportunity to continue their education while simultaneously pursuing athletic opportunities at other institutions; (2) The Division III philosophy statement focuses on intercollegiate athletics as a four-year undergraduate experience; and (3) The proposal could potentially create a competitive advantage for institutions with graduate programs.

**Interpretations and Legislation Committee.** The committee recommends a position of support for this proposal. The committee agreed this proposal would allow student-athletes to make academic and athletic choices that are in their best interests. The committee also recognized that a student-athlete who has already earned his or her degree should not be restricted to stay at the same institution to further his or her education if they want to compete. Although recommending a position of support, the committee expressed the following concerns with the proposal: (1) lack of accountability to ensure student-athletes complete a second baccalaureate or graduate degree; (2) institutions without graduate programs may be at a disadvantage compared to institutions with graduate programs; and (3) teams may use the rule as a loophole to stack rosters with talented graduate transfers.
FINANCIAL AID FROM OUTSIDE SOURCES THAT CONSIDER ATHLETICS LEADERSHIP, ABILITY, PARTICIPATION OR PERFORMANCE -- RESTRICTION ON RECIPIENT'S CHOICE OF INSTITUTIONS

**Intent.** To amend the limitations of outside financial aid awards to preclude the donor of an outside aid award that considers athletics leadership, ability, participation or performance from restricting the recipient to attend a specific institution.

**Source.** NCAA Division III Presidents Council [Management Council (Financial Aid Committee)].

**Effective Date.** August 1, 2017

**Rationale.** Current legislation allows Division III student-athletes to receive a financial aid award from an outside source that considers athletics leadership, ability, participation or performance, provided a variety of conditions are met. One of those conditions precludes the student-athlete's choice of institutions from being restricted, in any way, by the donor of the aid. This requirement precludes a student-athlete from receiving such an award that must be used within the student-athlete's home state or even within Division III. Amending that requirement to allow these outside awards, as long as the student-athlete is not restricted to attend a single institution allows student-athletes additional flexibility to receive outside awards without subverting the integrity of the outside aid legislation.

**Proposed Speakers:**
PC (move and support): Tori Haring-Smith
MC (support): Terry Wansart
### PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- STANDARDIZATION OF ANNUAL CONTEST AND DATE OF COMPETITION EXEMPTIONS

**Intent.** To standardize annual contest and date of competition exemptions. Specifically, to allow each sport to exempt participation in the following: (1) conference championship; (2) season-ending tournament; and (3) two scrimmages, exhibitions or joint practices. Additionally, to allow the two scrimmages, exhibitions or joint practices to occur prior to the first permissible contest date in all sports other than wrestling.

**Source.** NCAA Division III Management Council.

**Effective Date.** August 1, 2017

**Rationale.** Current annual contest and date of competition exemptions vary dramatically from one sport to the next, which creates an administrative burden for institutional staff charged with overseeing compliance with playing seasons legislation. Allowing each sport to continue to exempt conference and season-ending championship (e.g., NCAA championship) participation would maintain the most commonly used annual exemptions. Eliminating all other annual and sport-specific exemptions while permitting each sport to exempt two scrimmages, exhibitions or joint practices would standardize contest and date of competition exemptions across sports, without negatively impacting the sports that use those current exemptions. Sports with a nontraditional segment would continue to be permitted to exempt an alumni contest occurring during the nontraditional segment; the alumni contest would be the only exemption permitted during the nontraditional segment and those institutions would be required to count the alumni contest as one of their two scrimmages, exhibitions or joint practices. Lastly, allowing the scrimmages, exhibitions or joint practices to occur prior to the first contest date allows institutions to use those competitions as preparation for the regular season. Wrestling would continue to be precluded from competing prior to its first permissible contest date based on the rationale for Proposal 2011-12.

**Proposed Speakers:**
- MC (move and support): Chris Ragsdale
- MC (support): Dennis Leighton
### PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND LACROSSE -- PRESEASON JOINT PRACTICE, SCRIMMAGE OR EXHIBITION -- EXEMPTION FROM MAXIMUM CONTEST AND DATE OF COMPETITION LIMITATIONS

**Intent.** To allow field hockey and lacrosse teams to conduct an exempted scrimmage, exhibition or joint practice with outside competition prior to the first permissible contest or date of competition.

**Source.** Middle Atlantic Conferences, Empire 8 and Great Northeast Athletic Conference.

**Effective Date.** August 1, 2017

**Rationale.** At the 2015 Convention, the membership adopted Proposal 2015-13, which established an exempted preseason scrimmage, exhibition or joint practice in the sports of soccer and women's volleyball. Because the conference sponsor of Proposal 2015-13 does not sponsor lacrosse or field hockey, neither of those two sports were included in the proposal. Field hockey and lacrosse are very similar to soccer and should be treated in the same fashion. Thus, field hockey and lacrosse should be afforded the opportunity for a preseason exemption that is already available to soccer. This proposal creates consistency between similar sports, which will ease administrative and tracking burden on institutional campuses.

---

**Proposed Speakers:**

MC (support): Terry Small

**Governance Position:**

**Management Council.** The Management Council supports this proposal. Field hockey and lacrosse are similar, in nature, to soccer and women's volleyball and should be treated accordingly. This proposal creates consistency between similar sports, thereby easing the administrative and tracking burden on campuses.

**Championships Committee.** The committee recommends a position of support based on the rationale for support from the Field Hockey, Men's Lacrosse and Women's Lacrosse Committees.

**Field Hockey Committee.** The committee recommends a position of support for this proposal. Having more opportunities for practice competition provides a greater opportunity for success and a more positive experience for student-athletes. Fall sports have fewer opportunities to prepare than winter and spring sports. Further, field hockey is similar to both soccer and lacrosse, and consistency amongst the three sports would ease compliance burden on campus.

**Men's Lacrosse Committee.** The committee recommends a position of support for this proposal. Men's lacrosse is similar to soccer and should be treated in the same fashion. This proposal creates consistency between similar sports which would ease compliance burden on campus.
<table>
<thead>
<tr>
<th><strong>Women's Lacrosse Committee.</strong> The committee recommends a position of support for this proposal. This proposal creates consistency between similar sports and creates opportunities for student-athletes.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Playing and Practice Seasons Subcommittee.</strong> The subcommittee recommends a position of support for this proposal. The subcommittee agreed that field hockey and lacrosse are similar, in nature, to soccer and should be treated in the same fashion. Because this proposal would create consistency between similar sports, the proposal would ease the administrative and tracking burden on campuses.</td>
</tr>
</tbody>
</table>
PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- REQUIRED DAY OFF FOR TRACK AND FIELD INDOOR/OUTDOOR AND SWIMMING AND DIVING

**Intent.** To eliminate the requirement that the mandatory day off for track and field and swimming and diving programs be the same day for every student-athlete.

**Source.** Minnesota Intercollegiate Athletic Conference and Heartland Collegiate Athletic Conference.

**Effective Date.** Immediate.

**Rationale.** Currently, the required day off must apply to each team as a whole. Division III indoor and outdoor track and field and swimming and diving teams have difficulty accommodating the number of different disciplines within the sports and the distinct training regimens amongst those disciplines. A number of variables go into planning practices and athletically related activities for these two sports. Allowing institutions the flexibility to schedule athletically related activities independently for each student-athlete will minimize challenges such as limited facility availability, staffing concerns, and student-athlete class schedule conflicts without increasing the time demands on individual student-athletes. Additional flexibility to accommodate each student-athlete's individual schedule and training requirements will also prevent injuries. An immediate effective date will allow institutions to take advantage of more appropriate scheduling practices during the spring of 2017.

**Proposed Speakers:**

MC (support): Brad Bankston

**Governance Position:**

**Management Council.** The Management Council supports this proposal. The sports of track and field and swimming and diving are unique in that they are individual sports with multiple disciplines. Student-athletes competing in one discipline may require a training/rest cycle that is entirely distinct from student-athletes within another discipline of the same sport. The flexibility allowed by this proposal would help student-athletes in these sports receive better training and attention from their coaches. Finally, this is permissive legislation; thus, any institution concerned about the monitoring burden and/or the work-life balance impact on coaches could elect to apply the current "day off" legislation.

**Championships Committee.** The committee recommends a position of support for this proposal based on the rationale for support from the Track & Field and Swimming & Diving Committees.

**Men's and Women's Track and Field and Cross County Committee.** The committee recommends a position of support for this proposal. While institutions could benefit from additional information regarding how administrators and coaches will track days off for each student-athlete, the flexibility afforded by this proposal would undoubtedly help student-athletes receive better training and attention from coaches.
Men's and Women's Swimming and Diving Committee. The committee recommends a position of support for this proposal. While institutions could benefit from additional information regarding how administrators and coaches will ensure compliance with the day off legislation, this proposal would undoubtedly help student-athletes receive better training and attention from coaches.

Playing and Practice Seasons Subcommittee. The subcommittee recommends a position of opposition to this proposal. The subcommittee noted concerns with monitoring days off for each individual student-athlete as well as concerns for the work-life balance of coaches and athletic trainers. Additionally, the subcommittee agreed that the proposal could impose additional facility and scheduling concerns at institutions where facility usage is already at a premium. Lastly, while the subcommittee acknowledged the potential physiological and training benefits associated with allowing the day off to apply to each individual student-athlete, the subcommittee agreed that those benefits would apply across all sports and should not be isolated to the two sports identified in the proposal.
## RECRUITING -- TRYOUTS AND CAMPS AND CLINICS -- DEREGULATING CAMPS AND CLINICS

**Intent.** To deregulate the tryout events and camps and clinics legislation to allow institutions to host or conduct events involving prospective student-athletes, provided those events are: (1) open to the general public; and (2) do not offer free or reduced admission to prospective student-athletes.

**Source.** North Coast Athletic Conference, Landmark Conference and Middle Atlantic Conferences.

**Effective Date.** Immediate.

**Rationale.** Camps and clinics provide benefits to institutions and conveniences to prospective student-athletes; they are one of the most effective recruiting tools for any institution. Additionally, athletic departments and athletics staff can realize revenue and income from these events. Much confusion exists surrounding the application of the existing legislation and the nuances in the legislation do little to minimize recruiting advantages or demand on prospective student-athletes. This proposal would allow for instruction, practice-type activities and competition amongst prospective student-athletes without the unnecessary restrictions that exist in the current legislation. This proposal would continue to require that events involving prospective student-athletes are open to the general public and could not offer free or reduced admission to prospective student-athletes. Additionally, institution-hosted events would continue to be precluded from offering recruiting or scouting services. Maintaining those limited restrictions while eliminating all other existing criteria related to camps and clinics will make it easier for institutions to productively host events involving prospective student-athletes without opening the door for abuse. An immediate effective date will allow institutions to take advantage of the more reasonable restrictions beginning in 2017.

### Proposed Speakers:

<table>
<thead>
<tr>
<th>MC (support)</th>
<th>Shantey Hill</th>
</tr>
</thead>
<tbody>
<tr>
<td>MC (support)</td>
<td>Bobby Davis</td>
</tr>
</tbody>
</table>

### Governance Position:

**Management Council.** The Management Council supports this proposal. The current legislation is difficult to interpret, resulting in increased monitoring and oftentimes draws arbitrary distinctions between two similar events involving prospective student-athletes. This proposal simplifies the current legislation without compromising philosophical principles. Further, this proposal reduces unnecessary limitations to the recruiting process. Often prospective student-athletes and their parents are seeking opportunities to participate on institutional campuses for the purpose of establishing a recruiting relationship with that institution. The proposal would help facilitate those relationships by eliminating the current requirement that coaches avoid recruiting conversations during these events.

**Interpretations and Legislation Committee.** The committee recommends a position of support for this proposal. The committee agreed that the current legislation burdens institutions to vet outside organizations prior to renting out institutional facilities and that many prospective student-athletes attend camps for recruiting purposes. The committee also recognized that this proposal provides more flexibility for coaches and institutions to conduct events involving prospective student-athletes.
Intent. To limit the total number of participants in the provisional or reclassifying membership program to not more than 12 institutions.

Source. NCAA Division III Management Council (Membership Committee).

Effective Date. August 1, 2017

Rationale. Setting a maximum limit on the number of institutions in the provisional or reclassifying membership process will improve the quality of attention and service provided to each participating institution. Limiting the number of institutions in the process to 12 will allow each institution to have an experienced mentor by allowing new membership committee members the opportunity to spend one year on the committee before being assigned to mentor an institution in the provisional program. The change also eliminates the need to average class sizes at four per year if, at any time, a waiver for more than four institutions is granted. Participant institutions in the exploratory year would not be included in calculations of the limit. A waiver of the class or program limits would still be available in special circumstances.

Proposed Speakers:
MC (move and support): Chris Kimball
LEGISLATIVE AUTHORITY AND PROCESS -- AMENDMENT PROCESS -- RECONSIDERATION AND PROHIBIT ADDITIONAL RECONSIDERATION

**Intent.** To eliminate the opportunity to reconsider an amendment following confirmation of an affirmative or negative vote on that amendment by the presiding officer.

**Source.** Minnesota Intercollegiate Athletic Conference and Southern California Intercollegiate Athletic Conference.

**Effective Date.** August 1, 2017

**Rationale.** The window of reconsideration provides opportunities for unethical voting. Many delegates may depart after an initial vote on Convention proposals; as a result, a delegate could strategically vote on the prevailing side of a proposal with the intent to use the window of reconsideration to take advantage of the change in the composition of the room and reverse the outcome on the proposal. Removing the window of reconsideration and any additional opportunity to request a revote will be a positive change and will streamline the business session at Convention.

**Proposed Speakers:**
- MC (support): Brit Katz
- MC (support): Troy VanAken

**Governance Position:**
- Management Council. The Management Council supports this proposal. The window of reconsideration is unnecessary given the amount of time institutions have to prepare for the initial vote and the risk that reconsideration votes may not accurately represent the division's interests because some delegates depart before those votes are cast.

- Interpretations and Legislation Committee. The committee recommends a position of support for this proposal. The committee agreed that the window of reconsideration is unnecessary given the amount of time institutions have to prepare for the initial vote, and that reconsideration votes may not accurately represent the division's interests because some delegates depart before those votes are cast. However, the committee recommended that the proposals be discussed in more depth during the issues forum at Convention prior to the business session taking place to allow institutions additional time to research and ask questions regarding the proposals.
INFORMATIONAL ITEMS.

1. **Welcome and roster.** The NCAA Division III Diversity and Inclusion Working Group commenced business at 1:05 p.m. Eastern time Monday, November 7, 2016. Chancellor Dennis Shields welcomed the group. Staff conducted a roll call.

2. **Report of September 27, 2016, teleconference.** The working group reviewed the report and had no changes.

3. **Discuss best practices resource.** The working group discussed and reviewed the latest version of the diverse hiring best practices resource, including the introduction. Staff noted that two contractors, Gary Brown and Vincent Brown, have been hired to assist in the final writing and content of the resource. Gary Brown, a former NCAA communication staff member, will focus on writing style and format. Vincent Brown, a current Office of Inclusion contractor, will review the resource with a focus on diversity.

4. **Division III Student Immersion Program selections.** Due to time constraints, this topic was held for the next teleconference.

5. **Division III Diversity facts and figures.** Due to time constraints, this topic was held for the next teleconference.

6. **Graduate student’s proposed project.** Amber Brown, a master’s student, presented a research proposal to the working group. The proposal would measure the confidence levels and employment impact of participants in the Division III Student Immersion Program. Ms. Brown proposed a five-year longitudinal study. The working group endorsed the proposal’s concept and asked the research staff to work directly with Ms. Brown to further assess the research proposal’s feasibility. If there are no obstacles, the research would start with next year’s Student Immersion Program (2018).

7. **Diversity grants for Division III conferences.** Due to time constraints, this topic was held for the next teleconference.
8. **Next steps.** Staff will work with the two contractors to produce the next draft of the diverse hiring best practices resource. It will be shared and reviewed by the working group on its next teleconference.

9. **Other business.** Due to time constraints, this topic was held for the next teleconference.

10. **Adjournment.** The call adjourned at 2:33 p.m. Eastern time.

**Staff Liaisons:** Louise McCleary, Division III Governance  
Nicole Hollomon, Research  
Sonja Robinson, Office of Inclusion  
Sarah Sadowski, Leadership Development  
Amy Wilson, Office of Inclusion

<table>
<thead>
<tr>
<th>Teleconference date: November 7, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
</tr>
<tr>
<td>Nnenna Akotaobi, Swarthmore College</td>
</tr>
<tr>
<td>Heather Benning, The Midwest Conference</td>
</tr>
<tr>
<td>Keith Brandon, Penn State University, Abington</td>
</tr>
<tr>
<td>Jason Fein, Drew University</td>
</tr>
<tr>
<td>Callie Olson, Lakeland College</td>
</tr>
<tr>
<td>Dennis Shields, University of Wisconsin-Platteville</td>
</tr>
<tr>
<td>Natalie Winkelfoos, Oberlin College</td>
</tr>
</tbody>
</table>

| **Absentees:**                       |
| Gerard Bryant, John Jay College of Criminal Justice |
| Valerie Cleary, Willamette University |
| Nicole Monick, Johnson State College |
| Joe Onderko, Presidents Athletic Conference |
| Nicolle Wood, Salem State University |

| **NCAA Staff Support in Attendance:** |
| Nicole Hollomon, Louise McCleary, Sonja Robinson, Sarah Sadowski and Amy Wilson. |

| **Other in Attendance:** |
| Gary Brown. |
INFORMATIONAL ITEMS.

1. Welcome and roster. The NCAA Division III Diversity and Inclusion Working Group commenced business at 1:03 p.m. Eastern time Monday, December 5, 2016. Chancellor Dennis Shields welcomed the group and mentioned that it was his last call as his tenure on Presidents Council ended in January. He urged current working group members interested in serving as the chair to contact NCAA staff. President Javier Cevallos, a new Presidents Council member, will join the working group. Staff conducted a roll call.

2. Report of November 7, 2016, teleconference. The working group reviewed the report and noted that Nicolle Wood was not on the November teleconference.

3. Discuss best practices resource. The working group discussed and reviewed the latest version of the diverse hiring best practices resource, including the introduction. Staff noted that two contractors, Gary Brown and Vincent Brown, have reviewed and edited the resource. Staff has sent it to the graphic designer and anticipates a final version by the 2017 NCAA Convention. The working group provided some editorial comments and staff encouraged further review and comments be sent no later than Friday, December 9.

4. Diversity initiatives updates. Staff provided an update on the following initiatives:

   a. Division III Student Immersion program selections. The working group’s subcommittee selected 44 students to participate and attend the Convention. Staff has enhanced this year’s programming and secured mentors.

   b. Division III Diversity facts and figures. Located on NCAA.org on the Division III Diversity and Inclusion webpage, the Division III diversity facts and figures has been updated to include the data for athletics direct reports.

   c. Diversity grants for Division III conferences. Of the $50,000 approved for conference offices to spend on diversity programs, initiatives and/or internships, to date, staff has distributed approximately $30,000. The deadline to request funding is August 1, 2017.
5. **Additional programming for ethnic-minority students.** The working group brainstormed on follow-up programming and/or initiatives for students who participate in the Student Immersion Program. Ideas consisted of the following:

   a. Involve students in an internship or co-op.

   b. In June, invite students to a two or three-day intensive program similar to the existing Division III Diversity Grant orientation, Leadership Institute or Pathway Program. The working group also recommended contracting NCAC services - [https://www.ncasports.org/services/](https://www.ncasports.org/services/).

   c. Develop a year-long mentorship with a current Division III athletics administrator or conference office member.

   During its February teleconference, the working group will formalize the proposed program and/or initiatives.

6. **Next steps.** The working group was in support of continuing its work. Staff will schedule a teleconference call for February and April 2017.

7. **Adjournment.** The call adjourned at 1:50 p.m. Eastern time.

---

*Staff Liaisons: Louise McCleary, Division III Governance
Nicole Hollomon, Research
Sonja Robinson, Office of Inclusion
Amy Wilson, Office of Inclusion*
### Teleconference date: December 5, 2016

<table>
<thead>
<tr>
<th><strong>Attendees:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Nnenna Akotaobi, Swarthmore College</td>
</tr>
<tr>
<td>Heather Benning, The Midwest Conference</td>
</tr>
<tr>
<td>Keith Brandon, Penn State University, Abington</td>
</tr>
<tr>
<td>Gerard Bryant, John Jay College of Criminal Justice</td>
</tr>
<tr>
<td>Jason Fein, Drew University</td>
</tr>
<tr>
<td>Joe Onderko, Presidents Athletic Conference</td>
</tr>
<tr>
<td>Dennis Shields, University of Wisconsin-Platteville</td>
</tr>
<tr>
<td>Nicolle Wood, Salem State University</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Absentees:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Valerie Cleary, Willamette University</td>
</tr>
<tr>
<td>Nicole Monick, Johnson State College</td>
</tr>
<tr>
<td>Callie Olson, Lakeland College</td>
</tr>
<tr>
<td>Natalie Winkelfoos, Oberlin College</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>NCAA Staff Support in Attendance:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Louise McCleary, Sonja Robinson and Amy Wilson.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Other in Attendance:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>
32 pages plus cover and 5 tab pages.  
Cover and tab pages are 6.5" w by 9" h with .125" bleed  
Text pages are 6" w by 9" h with .125" bleed.

The Diverse Workforce

Recruitment and Retention Basics  
for Division III Athletics Departments
The Diverse Workforce

Recruitment and Retention Basics for Division III Athletics Departments
The Diverse Workforce

Recruitment and Retention Basics for Division III Athletics Departments

January 2017

NCAA is a trademark of the National Collegiate Athletic Association.
Institutions and departments that make an ongoing commitment to diversity, equity and inclusion typically do so because they believe in its inherent value. Creating a diverse, equitable and inclusive culture is an important part of the Division III experience, and it requires an intentional and sustained commitment.

Whether you are a hiring manager, a member of a selection committee, or an athletics administrator, this guide is designed to help you fulfill your role in recruiting, selecting and retaining a diverse workforce. This resource, a product of the Division III Diversity and Inclusion Working Group, offers best practices and other suggestions to help Division III institutions make diversity a priority in seeking, selecting and retaining high-performing athletics administrators and coaches.

Ethnic minorities and women are significantly underrepresented in all athletics constituent groups on Division III campuses. About 70 percent of the current directors

**CURRENT POPULATION FIGURES FOR SELECT DIVISION III POSITIONS BY GENDER AND DIVERSITY**

<table>
<thead>
<tr>
<th>Position</th>
<th>WHITE MALES</th>
<th>ETHNIC MALES</th>
<th>WHITE FEMALES</th>
<th>ETHNIC FEMALES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student-Athletes</td>
<td>71,100</td>
<td></td>
<td>25,690</td>
<td></td>
</tr>
<tr>
<td>Assistant Coaches</td>
<td>9,515</td>
<td></td>
<td>1,677</td>
<td>4,011</td>
</tr>
<tr>
<td>Head Coaches</td>
<td>4,211</td>
<td></td>
<td>425</td>
<td>1,757</td>
</tr>
<tr>
<td>Assistant Athletics Directors</td>
<td>328</td>
<td></td>
<td>28</td>
<td>196</td>
</tr>
<tr>
<td>Associate Athletics Directors</td>
<td>174</td>
<td></td>
<td>32</td>
<td>166</td>
</tr>
<tr>
<td>Athletics Directors</td>
<td>302</td>
<td></td>
<td>22</td>
<td>125</td>
</tr>
<tr>
<td>ADR</td>
<td>190</td>
<td></td>
<td>27</td>
<td>127</td>
</tr>
<tr>
<td>Presidents</td>
<td>276</td>
<td></td>
<td>42</td>
<td>123</td>
</tr>
</tbody>
</table>

Note: These figures represent the 2015-16 populations and were derived from the data reported in the annual sport sponsorship and demographic forms. Additionally, head coach, assistant coach and student-athlete totals include only outdoor track figures, to reduce the incidence of potential triple counting.
of athletics in Division III are white males, as are more than 75 percent of the head coaches in almost all sports (more than 90 percent in several sports).

As the demographics at our institutions evolve, our hiring practices must adjust accordingly. While Division III has established programs and initiatives to populate the pipeline of qualified ethnic minority and female candidates in recent years, it remains incumbent upon our colleges and universities to implement policies and practices to ensure that diversity is a priority during the athletics hiring process.

For example, NCAA data show missed opportunities for demographic change in the Division III athletics director position. The data indicate 167 recent openings, but minimal gains in diversifying the position.

Institutions and conferences must be proactive and intentional to ensure meaningful progress. The following pages offer guidance covering the entire hiring process, from before an opening occurs to well after the hire is announced. Even if you believe your institution has adequate processes in place when it comes to hiring, you’ll likely find some new perspectives and ideas by reading through this resource.

Our goal as a division is to provide opportunities to persons of all backgrounds, and this hiring resource is a great place to start.

The NCAA believes in and is committed to diversity, inclusion and gender equity among its student-athletes, coaches and administrators. We seek to establish and maintain an inclusive culture that fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds. Diversity and inclusion improve the learning environment for all student-athletes and enhance excellence within the Association.
ALWAYS BE PREPARED

When it comes to the hiring process, take steps in advance to ensure diversity is a priority. Keep these recommended steps in mind so your athletics department is ready to identify, recruit, select, and ultimately retain diverse talent when an opening occurs.

**Institutional and Departmental Policies**

Hiring managers should regularly develop and review institutional and departmental policies. These policies should articulate the institution’s position on creating a diverse workplace/community. They should be consulted each time an opening occurs and be readily available as part of the recruitment process.

**Campus and Department Assessment**

Know your school and department demographics. Familiarize yourself with campus resources and programming that support an inclusive environment and celebrate diversity.

---

**TIPS FOR SUPERVISORS**

- Internships are an excellent way of field-testing quality candidates. They provide an opportunity to watch candidates in action in the position.
- Encourage student-athletes and student-support personnel to consider athletics administration and coaching as a profession.
- Encourage early-career administrators and coaches to develop management and administrative skills.
- Request that current staff always be on the lookout for quality people who would make great candidates.
diversity. Seriously consider and identify what your institution and community have to offer candidates of varied cultural heritage, veteran’s status, disability, gender diversity, sexual orientation, age, race and ethnicity.

**Establish Relationships**

Build and maintain relationships with individuals who would be strong candidates for future openings at your institution. Begin conversations with them about what makes your institution a desirable employer and start to better understand what top candidates might seek in a position and institution. If your institution or department has gaps, work to fill the gaps and offer evidence of progress.

**Develop Internal Candidates**

If you’ve already hired quality women and ethnic minorities at the entry level, develop and nurture their preparation for leadership positions by using resources the NCAA and its affiliated groups provide.

**Websites and Written Materials**

Review your institution and department websites to ensure they properly reflect your institution, athletics department and community. Incorporate images, descriptions and text that display examples of desired diverse makeup of your workforce. Be sure that institution and department policies and mission statements are accurate and prominently posted. Ensure all key job descriptions are up to date and reflect the roles and responsibilities inherent in each position.

**TIPS FOR HIRING MANAGERS**

- Network and create ongoing conversations with women and minorities in the industry.
- Build relationships with professional organizations.
- Identify students who may be interested in a career in intercollegiate athletics.
Hiring managers in Division III athletics departments are responsible for developing and maintaining a diverse workforce. When an opening occurs, consider the following important factors.

**ANNOUNCE THE OPPORTUNITY**

Create position-opening announcements that will attract diverse applicants. The job announcement is a critical and effective tool in recruiting the quality of diverse applicants. Consider including “experience working with multicultural and diverse groups of people” as a required qualification.

**PREPARE JOB DESCRIPTIONS**

An accurate, detailed job description leads to a full understanding of job requirements, qualifications and performance expectations. Ensure the job description is also easily understood by those seeking a position in a diverse workplace. The job description provides an opportunity for the institution and athletics department to tell potential applicants how they will be supported throughout the job search and their employment.

**Develop Clear Criteria**

A good job description should include:

- Organizational structure.
- Required skills, abilities and core competencies.
- Performance expectations and outcomes.
- Education and experience requirements (including experience working with, coaching and teaching diverse groups/diverse students).
When creating education and experience requirements, consider what qualifications are the most important for success in the position versus skills and experiences that could indicate the potential for development. Be flexible enough to accommodate those from underrepresented groups and nontraditional backgrounds who may not have been given an opportunity previously to advance their careers. For example, “requiring” five years of experience in a leadership capacity rather than “preferring” it may shut out a number of candidates who might excel in the position.

**Include Additional Information**

The job description should contain additional information to gain the attention of candidates who may, or may not, be actively searching for a new job. This may include:

- A brief history and the current state of the institution.
- An overview of the athletics department, its values and vision for success.
- A statement and explanation of Division III’s values.

**Include a Compliance Statement**

Include a written compliance statement on the campus-wide policy of nondiscrimination that encourages diversity, developed either by the campus or the department. For example, “[Institution] is committed to providing a diverse and inclusive culture to best support our student-athletes. Diverse candidates are encouraged to apply.”

### QUESTIONS TO CONSIDER WHEN DEVELOPING A JOB DESCRIPTION

- Does the description explain how the individual would be supported once they arrive on campus?
- Does the description unnecessarily prevent or lessen employment opportunities for any protected class of applicants or potential applicants?
- Have you consulted with the Human Resources department regarding the job description?
- Does the job description accurately reflect the responsibilities of the position?
- Do advertisements for full- and part-time positions accurately reflect the job responsibilities?
- Would an interested candidate clearly understand the required knowledge and experience needed to execute the job responsibilities?

### QUESTIONS TO CONSIDER WHEN ADVERTISING AN OPENING

- Have you purposefully expanded your contacts by networking with diverse candidates in the industry?
- Have you built relationships with professional organizations?
- Have you identified students who may be interested in a career in intercollegiate athletics?
- Have you considered posting the job description on specific websites that would encourage a more diverse candidate pool?

**Advertising the Opportunity**

Advertising the open position as you conduct a search for qualified diverse candidates is essential to filling the position. Athletics departments that creatively target as many diverse sources as possible stand a better chance of developing a diverse pool of qualified candidates from which to choose.

**Use Traditional Advertisements**

Be sure to post job advertisements on various websites, especially those that encourage diversity and target individuals who may be interested in a career in intercollegiate athletics. (See the Resources section for a list of websites that hiring managers may consider when posting a job.) Also place advertisements in appropriate print publications and trade journals.

**Seek Nontraditional Talent Recruitment Channels**

Recruit beyond the job posting by recruiting “beyond paper.” Network consistently and continuously to develop and maintain candidate lists to aid in searches. Leverage social media and professional network groups online to spread the word and generate interest and inquiry from diverse candidates.

For example, athletics administrators can engage in these ways:

- Network with people who may know of qualified diverse applicants.
- Maintain contact with diverse graduates interested in athletics careers. They may be future candidates themselves, or they may be able to refer others who are qualified candidates.
- Request nominations from professional organizations and associations with known diversity in their membership.
- Post and/or comment on LinkedIn and other professional networking sites about the opening, the workforce culture, and the opportunity at hand.
- Request the NCAA Division III diversity database that includes names of women and ethnic minorities who have participated in an NCAA program over the past decade.
Leverage Campus and Community Resources

- Familiarize yourself with campus resources and programming that support an inclusive environment and celebrate diversity.
- Know your institution and departmental demographics.
- Take a serious look at what your institution and community have to offer diverse candidates.
- Identify colleagues from diverse backgrounds to contact personally regarding openings or to solicit nominations.
- When planning to attend a conference – particularly ones that attract large numbers of diverse attendees – combine visits with recruitment efforts for current and future openings.
The Search

Depending on the responsibility and visibility of the open position, the institution’s policy may be to empanel a committee to aid in the search for qualified candidates. If the position warrants, a search committee can help ensure a diverse pool of qualified candidates is identified and screened for consideration by the hiring manager.

THE SEARCH COMMITTEE

It is important that the search committee reflect the institution’s goals for diversity. As such, diversity should be represented on the committee. The broader the perspective, the more likely it is that you will identify and select the best fit for the position you are seeking to fill.

Ideas to consider when assembling a search committee:

- Identify and invite members to join the search committee – members who reflect the institution’s goals for diversity; members who represent the entire campus – inside and outside the department for which the search will be conducted, and beyond the athletics department.
- Choose members for their skills and strengths, including their subject matter expertise, understanding of the position and its dynamics, and current partnership with the athletics department.
- The institution may consider a standard format for search committee membership (e.g., the number of faculty members, coaches, staff, students, student-athletes, athletics administrators, campus administrators, boosters and alumni).

QUESTIONS TO CONSIDER WHEN DEVELOPING A SEARCH COMMITTEE

- Who should be represented on the search committee?
- What is the diversity of the search committee?
- Is there campus-wide representation beyond the athletics department?
- How is Human Resources represented?
- Is there a committee member who can communicate campus history and philosophy?
Consider including at least one senior member of the faculty and/or staff. Senior members can communicate campus history and philosophy and the importance of athletics to the institution.

Include a Human Resources official on the committee. This official will ensure that best practices in diversity, gender equity and equal opportunity hiring are followed during the search (e.g., Title IX/Equal Employment Opportunity officer).

Institutions or athletics departments that are lacking in diversity are cautioned not to ask the same faculty or staff members to be on multiple search committees. Instead, seek diversity in other areas (e.g., age, background, position, etc.).

SEARCH COMMITTEE ROLES AND RESPONSIBILITIES

Clarifying the roles and responsibilities of search committee members will make the hiring process more effective and efficient. All members should clearly understand and embrace the role they play in encouraging diversity and inclusion throughout the search.

The Chair

Always identify a committee chair. The chair is responsible for the overall conduct of the search, including emphasizing the importance of recruiting and considering individuals from diverse backgrounds for the position. Selecting the ideal chair will benefit the search process, as the chair's relationships with on-campus partners will help identify committee members who will bring a diverse perspective to the committee. Keep in mind, however, that the chair may not be the final hiring manager/official.

Search Committee Members

Search committee members serve in an advisory capacity for the identification and selection of candidates. They perform a variety of tasks under the direction of the search chair and should make every attempt to assure that the pool of applicants includes qualified candidates from diverse backgrounds. The entire committee then should review all qualified applications, striving for a diverse pool of qualified candidates.

The Hiring Manager/Official

The hiring manager/official reviews the finalists for the position as advised by the search committee and is ultimately responsible for selecting the final candidate. The hiring manager/official has an obligation to affirm the thoroughness of the search in developing a diverse candidate pool prior to the final selection and offer of employment.

The Search Firm

Search firms can be an effective way to build a strong candidate pool. When choosing a firm, it is important to investigate each firm's commitment to diversity. Much can be said about a firm's commitment by looking at its own demographics; a firm that is truly interested in finding qualified, diverse candidates most likely will have a diverse staff of its own. In addition, consider the firm's track record of past hires to see how diverse its previous selections have been.

Before hiring a search firm, schools may want to consider:

- Does the profile of position warrant the use of a search firm?
- Does the department's budget support the cost of hiring a search firm?
- Is it likely that results will surpass those produced by Human Resources in collaboration with the search committee alone?

If it is determined that a search firm should be hired, be sure to ask these questions and engage in these actions:

- Is the firm committed to diversity?
- Does the firm's track record affirm not only its commitment to diversity but also its success in developing diverse pools of candidates?
- Clarify expectations of the search.
- Identify the roles the search firm will have in the process.
- Explain the importance of a diverse candidate pool when recruiting candidates.
- Who will develop the evaluation and selection criteria for finalists?
- Who will develop the candidate evaluation form?
- Who will coordinate the recruiting, advertising and networking with Human Resources?
- Who will coordinate candidate interviews and schedules?
- Who will oversee reference checks?
- Confirm completion of the search documentation and conclusion of the search.

SEARCH COMMITTEE CHAIR RESPONSIBILITIES

- Organize the committee’s work.
- Serve as the liaison between the committee and the hiring official/Human Resources.
- Assure appropriate communication with applicants to ensure they have submitted the necessary materials.
- Oversee development of the evaluation criteria/seLECTION of finalists, including development of a candidate evaluation form.
- Prepare the committee for the interviews.
- Oversee and coordinate reference checks.
- Coordinate candidate interviews and schedules.
SEARCH COMMITTEE POLICIES AND EXPECTATIONS

All search committees should operate within a clear set of policies and expectations that ensure diversity practices are being followed.

Policies

Applicable policies can vary. Be sure to work with Human Resources to identify those specific to your institution. At the very least, you may consider the following:

- Equal Employment Opportunity (EEO) vs. Affirmative Action (AA). A high-level understanding of the differences between the EEO and AA may benefit the search committee. The EEO prohibits discrimination based on any prohibited characteristic. AA requires additional measures to ensure equal employment opportunity; these measures require good-faith efforts to recruit women, ethnic minorities, veterans, and persons with a disability.

Expectations

Search committee expectations should reflect the institution’s campus-wide personnel policies. The athletics department also may want to develop its own expectations to complement campus policies.

These may include:

- Confidentiality of the search (including identity of candidates, resumes and schedules).
- Legality of questions for interviewees.
- Identity of the search spokesperson.
- Charge to the committee (e.g., forward three names unrated with comments from the group).
- Unauthorized reference checks (e.g., soliciting information from the applicant’s current employer without permission).

TO ENSURE CONSISTENT EVALUATION OF ALL APPLICANTS, SEARCH COMMITTEE MEMBERS SHOULD:

- Devote sufficient time to review each applicant.
- Evaluate each candidate’s entire application.
- Avoid depending too heavily on only one element, such as letters of recommendation, or the prestige of the degree-granting institution.
- Prepare to defend every decision for eliminating or advancing a candidate through documentation of decisions.

- Highlight and publicize diversity growth. It is important for institutions and conferences to talk about their successes with diversity and provide concrete examples.
- Implement the action plan to recruit, review, interview, and determine whether to proceed with evaluating and selecting the final pool of candidates for recommendation and consideration.

Strategies to Avoid Bias

The search chair, search committee members and the hiring manager/official must serve without bias. To achieve this, each member should evaluate their personal judgments and consider whether unintentional bias may have played a role throughout the search process (for example, whether diversity applicants may be unintentionally subject to higher or lower expectations). Ensuring careful and fair treatment of all applicants at each stage of the selection process is critical and everyone’s duty. Providing each committee member with training on unconscious bias in the hiring process will help alleviate an unintended influence. (See the Resources section for more information about best practices to avoid biases.)

FIRST SEARCH COMMITTEE MEETING

The first search committee meeting should occur as soon as, if not before, the job description is posted. At this meeting, the search committee chair should:

- State the charge from hiring official/manager (e.g., the person making the official offer).
- Review policies and expectations of search committee members.
- Review the job description, defining the position and needed qualifications.
- Discuss applicant recruitment strategies.
- Introduce the diversity advocate (Human Resources or Office of Affirmative Action representative) and conduct an Affirmative Action or Equal Employment Opportunity discussion.
- Discuss how to avoid biases.
- Emphasize the importance of confidentiality.
- Identify and remove any conflicts of interest.
- Determine evaluation criteria for screening applicants, including how to use the candidate evaluation form. (See the Resources section for sample evaluation forms.)

SEARCH COMMITTEE TRAINING

Human Resources and the search committee chair should provide interview training to help committee members conduct the search.

The search committee should be informed and provided copies of any campus, state or federal affirmative action or equal opportunity policies at this meeting.
An explanation and discussion of subtle and covert forms of discrimination also should occur to ensure that all committee members are educated in this area.

A formal training will assist committee members with:

- Ensuring that the search process is free of bias or stereotyping of applicants in verbal or written communication.
- Ensuring that candidates are evaluated fairly.
- Working to ensure diversity of the applicant pool.

**Interview Training**

To assist search committee members in conducting optimal searches, Human Resources and the chair should:

- Carefully develop and prepare core interview questions that avoid bias and are to be asked of each candidate.
- Educate interviewers as to what questions are appropriate and inappropriate.
- Determine the interview structure and schedule.
- Emphasize that justification for the hire must be based on qualifications, experience, references, and the interview.

Depending on the profile of the position, there may be several rounds of interviews, including phone screenings, Skype interviews and on-campus finalist interviews. If the interview is on campus, provide a similar opportunity for each candidate that follows interview procedures and treats all applicants consistently. Training in some fashion may be valuable at each stage. (See the Resources section for more information on interview best practices.)

**CHECKLIST AND TIMELINE**

Create and provide search committee members with a checklist and timeline. These are valuable tools in documenting and recording due process in the search, and they ensure that a thorough, equitable and legal search occurs. Institutions should have systematic reviews of hiring practices with meaningful consequences for decision-makers to maintain accountability. All departments should be required to document the ethnicity and gender of all staff members, along with the dates hired.

**Search Checklist**

In the instructions to the search committee, Human Resources should provide a checklist of tasks to be done and a timeline to be followed.

The checklist minimally should include the following items:

- Selection of committee chair and committee members.
- Search committee training session.
- Adoption of committee policies and guidelines for its work.
- Job description review and update.

- Advertising the job opening in multiple channels.
- Determine the deadline for applications, unless the process remains open until the position is filled.
- Have an appropriate university or college official review the diversity of the candidate pool. If diversity is not met, the search remains open and an effort is made to diversify.
- Review of applications using policies and guidelines adopted by the search committee; individual member evaluation of candidates.
- Discussion of candidate’s evaluations.
- Documentation of decision to drop any candidate from the viable candidate pool.
- Selection of finalist candidates; Human Resources conducts necessary background and reference checks.
- Issue invitations for interviews and make arrangements for interviews.
- Conduct candidate interviews.
- Prepare written evaluations (e.g., candidate evaluation form) and submit to the hiring manager/official.
- Notify preferred candidate of selection.
- Once an offer has been made and accepted (through the hiring manager/official and Human Resources), notify the other candidates that were not selected for the position.
- Thank the selection committee and others involved in the search.

**Timeline**

A timeline that helps the institution obtain the desired candidate pool should be distributed to all committee members, and each item also should have an assigned committee member. The timeline can be adjusted as needed, but the checklist itself should not change from search to search.

Have an appropriate university or college official review the diversity of the candidate pool. If diversity is not met, the search remains open and an effort is made to diversify.
CANDIDATE SELECTION
Once all interviews have been conducted, the search committee and chair should make their recommendations to the hiring manager/official. Before doing so, however, the committee should affirm:

- Finalists meet the position’s qualifications.
- Biases were avoided throughout the process.
- The finalists provide diverse options to the hiring manager/official and reflect the overall candidate pool.

MAKING AN OFFER
The hiring manager/official takes the search committee’s recommendations into consideration before making a final selection. Once a final candidate has been selected, the hiring manager/official works with Human Resources to make the job offer, conduct any necessary negotiations, and ensure that the search process was documented accurately.

RETENTION OF DIVERSE EMPLOYEES
The hiring manager should identify and articulate ways the successful candidate will be supported in the transition to campus and the fulfillment of job responsibilities through a retention plan.

Educating people of all backgrounds, beliefs and cultures takes a diverse academic workforce. Increasing and maintaining employee diversity is essential to achieving the academic missions of higher education institutions and their athletics departments.
**Most important is for the employer to understand that workplace integration is not temporary; there must be a short-term and long-term plan to orient new employees until they develop a level of comfort and adapt to workplace expectations and institutional organizational culture.**

**On-boarding**

Planning for consistent integration of new employees goes beyond the initial orientation process. Effective on-boarding ensures employees are connected to key players in the organization. The process of on-boarding helps familiarize employees with the campus and the local community. On-boarding also briefs the employee on the “organizational language” and workforce culture. Most important is for the employer to understand that workplace integration is not temporary; there must be a short-term and long-term plan to orient new employees until they develop a level of comfort and adapt to workplace expectations and institutional/organizational culture.

Demonstrating a strong commitment to diversity and inclusion sends a clear message to coaches and administrators from underrepresented groups that their identity and contributions are valued, and that their worth to the organization will not be tainted by negative perceptions about cultural heritage, veteran’s status, disability, gender diversity, sexual orientation, age, race and ethnicity.

**RETENTION BEST PRACTICES**

Commitment to diversity and inclusion signals to every individual in the organization that they are valued, and plays a role in the retention of every employee, especially those from underrepresented backgrounds.

Showing a strong commitment to diversity and inclusion principles sends a clear message to coaches and administrators that their identity and contributions are valued, and that one’s worth to the organization will not be limited by negative perceptions about candidates of varied cultural heritage, veteran’s status, disability, gender diversity, sexual orientation, age, race and ethnicity. Institutional leadership must engage in adequate planning for consistent integration of new employees and reach beyond the initial orientation process.

Consider:

- The hiring process can be costlier than retaining qualified and motivated employees.
- The loss of organizational knowledge and experience could result in a large learning curve and delayed effectiveness for new hires.
- An employee’s sense of fair and equitable treatment for themselves and others is a key element of an inclusive environment.
- An organization where employees want to stay enhances the recruitment of competitive and productive talent.
- Make sure the employee is connected to key players in the organization.
- Familiarize the employee with the campus and the local community.
- Brief the employee on “organizational language” and culture.

Engaging with other resources across campus may help campus integration, such as creating co-op models to provide resources that might otherwise be cost-prohibitive to a single department. On one hand, cost savings might be realized with the addition of other departments’ employees when purchasing bulk products or services (such as childcare). On the other hand, the campus may already offer support programs that would benefit employees in their day-to-day lives, both work-related and not. An employer should be active in offering multiple options of engagement outside of the athletics department, assisting employees in making connections in the greater town or city community as well.

Many times, connections lacking on campus can be enhanced by expanding the outreach beyond the campus walls. Departments may facilitate these opportunities to connect by crediting employees with continuing education, community service, flexible assignments, encouragement to participate in outside events, and leadership positions on campus cabinets and councils.

**Evaluation**

A continuous effort to take the pulse of the climate and employees’ needs will help a department remain aware and actively engaged in retention efforts. A systematic
annual review, with results disaggregated by identity groups as they relate to hiring, promotion, turnover and performance trends, can highlight areas of success and challenges for a department and signify if employee groups are being affected differently. Depending upon the size of a department, it might be better to conduct these analyses at an institutional level so as not to isolate responses to individuals when disaggregating. The institutional review could be used to engage in dialogue with department members about general campus-wide trends for different identity groups.

**Salary and Compensation**

Employers can boost retention by ensuring that fair and equal pay for comparable work across the department is a consistent and embedded practice, and that all employees benefit from this practice. Employers engaging regularly in market surveys will be better able to compare their salary and compensation packages to industry averages.

**Benefits**

Orientation and education about benefits is an essential element to retention. Employees must clearly understand the variables that affect benefits, including directed guidance on what is available to employees and their dependents.

**Nonmonetary Benefits and Support**

Often budget restrictions and financial commitments hinder an organization's ability to continuously adjust salary offerings to employees as a means of retention. Capitalizing on the intrinsic rewards that employees glean from high performance and mission-oriented environments, such as athletics, enables departments to find other ways to provide support for employees without financial outlay.

Providing childcare, flex hours and alternative work settings should be considered as potential benefits that may make the difference between retaining and losing a quality employee. Formal and informal mentoring relationships can also provide assistance for employees, as they help individuals create a support network.

**Professional Development and Career Advancement Opportunities**

Employers offering professional development opportunities (including educational attainment, improved skills or undertaking additional responsibilities) may remind employees these opportunities supplement their salary in an effort to support their career advancement with the organization. Informal and formal mentorship is also key to retention. Active assistance and advisement on how the employee can advance, improve skills and take on additional responsibilities may increase retention.

A transparent process of promotion also allows the employee to establish goals and have a clear understanding of what is expected in order to achieve career advancement. In addition, making professional development opportunities and resources accessible to employees allows them to seek opportunities that best align with their career goals.

**Campus and Departmental Culture/Climate**

A department can establish a culture and environment that welcomes diversity and inclusion even when the desired level of diverse demographical representation has yet to be achieved. One reason that employees are not retained is a lack of “fit,” or a lack of match with the organization’s culture. Great consideration should be given to creating and maintaining a culture that is congruent with departmental values as manifested through communication processes, the system of rewards and recognitions, the history behind traditions and rituals, public statements and visible signage.

A departmental diversity plan and statement of philosophy is one way to exhibit serious thought and commitment to creating an inclusive and supportive environment, where all employees are welcomed and valued for their productivity and contribution.

**Advantages of Exit Interviews**

While this resource is about hiring, acquiring feedback from employees when they decide to leave the institution can have an impact on hiring and retention.

Exit interviews are conducted with employees once they have resigned and before they leave the institution. If your institution is not accustomed to conducting exit interviews, you should consider implementing the practice, as they are helpful tools that can:

- Determine why an employee is leaving the position.
- Determine if the current position prepared the employee for his or her new position.
- Distinguish strengths and weaknesses of department, administration and staff.
- Clarify overall position responsibilities.
- Establish a plan for department improvements.

Perhaps institutions that do not conduct exit interviews avoid them because of their negative connotations. There is often the perception that an exit interview will reveal “what’s wrong” with the working environment at the institution. That assumes, however,
that all employees leave their positions for negative reasons. That is simply not true. On the contrary, many employees leave to advance their careers, and the reason they have been able to do so is in large part because of the professional development they have received at the institution they are leaving. As such, in many cases, an exit interview will reveal “what’s right” with the working environment at the institution.

And on the other hand, if there is a problem or a pervasive culture that is causing employees from underrepresented groups to defect, it would behoove the institution to find out and correct the matter as soon as possible. In this way, the exit interview can be a learning experience that will pay immediate dividends.

Exit interviews are typically conducted by a human resources professional or an objective person not directly involved with the departing employee. This allows for impartiality and provides the chance for the departing employee to voice experiences and opinions honestly and free of judgment. Exit interviews can be conducted face-to-face, through a survey (written or electronic) or over the phone.
Resources

JOB ADVERTISEMENT LOCATIONS / WEBSITES THAT ENCOURAGE DIVERSE CANDIDATE POOLS

General Administration
National Collegiate Athletic Association
ncaa.org
The National Collegiate Athletic Association is a member-led organization dedicated to the well-being and lifelong success of college athletes. The membership is comprised of about 1,100 colleges and universities, 100 athletics conferences, and 40 sports organizations devoted to the sound administration of intercollegiate athletics.

National Association of Collegiate Directors of Athletics
nacda.com
The National Association of Collegiate Directors of Athletics is the largest association of collegiate athletics administrators. Members include athletics directors, associate and assistant athletics directors, conference commissioners and affiliate individuals or corporations. NACDA’s partner organizations include:
- National Association of Division III Athletic Administrators (NADIIIA)
- Division III Conference Commissioners Association (DIIICCA)
- Minority Opportunities Athletic Association (MOAA)
- College Sports Information Directors of America (CoSIDA)
- National Association of Collegiate Marketing Administrators (NACMA)
- National Association of Athletic Development Directors (NAADD)
- National Association for Athletics Compliance (NAAC)
- Collegiate Event and Facility Management Association (CEFMA)
- National Association of Academic Advisors for Athletics (N4A)

Division-Specific Administration
Division III Commissioners Association
diiicomm.org
The focal point of the Division III Commissioners Association is for the membership to learn together and share with each other by working closely with affiliated organizations such as the NCAA, NACDA, NADIIIAA, NACWAA, and the Division III Independents,
creating a national synergy that allows all memberships to work in concert to improve communications and ultimately, service student-athletes.

**National Association of Division III Athletic Administrators**

nadiiiaa.org

NADIIAA is comprised of more than 700 athletics administrators from over 350 institutions and conferences competing at the NCAA Division III level. The Association encourages the continued development of athletics programs focused on the student-athlete and based on sound educational principles and the Division III philosophy.

**Diversity and Inclusion Focused**

**Alliance of Women Coaches**
gocoaches.org

The Alliance of Women Coaches is an organization dedicated to leading the field of women coaches, at all levels, by providing support, resources, and unparalleled events and programs that address the needs and interests of its members.

**Chronicle of Higher Education**

chronicle.com

The Chronicle of Higher Education is a primary source of news, information, and jobs for college and university faculty members and administrators. Online, The Chronicle is published every weekday and is the top destination for news, advice, and jobs for people in academe. In print, The Chronicle is published in two sections: Section A, which contains news and jobs, and The Chronicle Review, a magazine of arts and ideas.

**Inside Higher Education**

insidehighered.com

Inside Higher Ed is an online source for news, opinion and jobs for all of higher education. Inside Higher Ed provides breaking news and feature stories, provocative daily commentary, areas for comment on every article, practical career columns, and a powerful suite of tools to help higher education professionals get jobs and colleges identify and hire employees.

**National Association of Collegiate Women Athletics Administrators**

nacwaa.org

The National Association of Collegiate Women Athletics Administrators is the premier leadership organization that empowers, develops, assists, celebrates, affirms, involves and honors women working in college sports and beyond. NACWAA takes a proactive role in advancing women into positions of influence and powerfully shapes the landscape of women leaders.

**National Association of Diversity Officers in Higher Education**

nadohe.org

The National Association of Diversity Officers in Higher Education serves as the preeminent voice for diversity officers in higher education by supporting collective efforts to lead institutions toward: producing and disseminating empirical evidence through research to inform diversity initiatives; identifying and circulating exemplary practices; providing professional development for current and aspiring diversity officers; informing and influencing national and local policies; and creating and fostering networking opportunities.

**NCAA Office of Inclusion**

ncaa.org/about/resources/inclusion

The NCAA Office of Inclusion provides and enables programming and education, which sustains foundations of a diverse and inclusive culture across dimensions of diversity including but not limited to age, race, sex, class, national origin, creed, educational background, disability, gender expression, geographical location, income, marital status, parental status, sexual orientation and work experiences.

**NCAA Leadership Development**

ncaa.org/leadershipdevelopment

NCAA leadership development provides education and training for college athletes, coaches and administrators to assist with the transition to life after college sports, to foster the growth of the next generation of leaders and to encourage athletics administrators to translate lessons learned through competition. Training sessions are also available for athletics administrators and coaches that provide opportunities to enhance their skills and advance their careers.

**Coaching Organizations**

- Amateur Softball Association of America/USA Softball
- American Baseball Coaches Association
- American Football Coaches Association
- American Hockey Coaches Association
- American Volleyball Coaches Association
- College Swimming Coaches Association of America
- Collegiate Rowing Coaches Association
- Golf Coaches Association of America
- Intercollegiate Men’s Lacrosse Coaches Association
- Intercollegiate Tennis Association
- National Association of Basketball Coaches
- National Association of Collegiate Gymnastics Coaches/Women
- National Fastpitch Coaches Association
- National Golf Coaches Association
- National Soccer Coaches Association of America
- 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
- U.S. Tennis Association
- USA Basketball
- USA Track & Field, Inc.
- USA Volleyball
- Women’s Basketball Coaches Association
### Recruitment and Retention Basics for Division III Athletics Departments

#### How to Avoid Bias

- **How Hiring Managers Overcome Interview Bias**
  

- **Reducing Implicit Bias in Hiring**
  
  [http://uvasearchportal.virginia.edu/?q=reducing_implicit_bias](http://uvasearchportal.virginia.edu/?q=reducing_implicit_bias)

- **Rooting Out Hidden Bias**
  
  [https://www.shrm.org/hr-today/news/hr-magazine/Pages/1214-hidden-bias.aspx](https://www.shrm.org/hr-today/news/hr-magazine/Pages/1214-hidden-bias.aspx)

#### Recruiting Best Practices

- **Five Best Practices to Proactively Find and Recruit Talent**
  
  [https://www.entrepreneur.com/article/248556](https://www.entrepreneur.com/article/248556)

- **Getting the Right People**
  
  [http://www.hrcouncil.ca/hr-toolkit/right-people-overview.cfm](http://www.hrcouncil.ca/hr-toolkit/right-people-overview.cfm)

- **Recruiting Trends in 2016**
  

- **What’s Missing from Your Diversity-Recruitment Strategy**
  

#### Interview Best Practices

- **The Hiring Manager’s Complete Interviewing Guide**
  

- **Interview Questions Do’s and Don’ts**
  

### Sample Candidate Evaluation Forms

#### Rating Sheet for Head Coach/Administration

<table>
<thead>
<tr>
<th>Candidate: ______________________________</th>
<th>Reviewer: _______________</th>
<th>Date: _____</th>
</tr>
</thead>
</table>

**Scale:**

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doesn’t Meet Criteria</td>
<td>Meets Criteria</td>
<td>Exceeds Criteria</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Education:** ______________________________________________________________

**Notes:** __________________________________________________________________

(List expectations: e.g., college degree is essential; in related field is preferred; master’s degree is preferred)

**Years Experience as College Coach:** _______  **Quality of Teams coached:** _______

**Notes:** __________________________________________________________________

(List minimum expectations: e.g., 3 years minimum; head coaching/senior administration preferred, record of success at similar institution is beneficial)

**Experience at Like Institutions:** __________________________________________

**Notes:** __________________________________________________________________

**Recruiting/Administrative Experience:** ______________________________________

**Notes:** __________________________________________________________________

(Must show specific / significant experience)

**Other Relevant Related Experience:** _________________________________________

**Notes:** __________________________________________________________________

(high school coach, camps, leadership experience, committee service, etc.)

**Quality of Cover Letter:** _________________________________________________

**Notes:** __________________________________________________________________

**Other (explain): ____________________________________________________________

Circle:    NOT A FINALIST    POSSIBLE FINALIST    DEFINITE FINALIST
**SAMPLE JOB DESCRIPTIONS**

**Full-Time Position**

**INSTITUTION XX**

**POSITION TITLE:** [e.g., Associate Director of Athletics]

**DEPARTMENT:** Athletics

**REPORTS TO:** [e.g., Director of Athletics]

Institution XX seeks applicants for an associate director of athletics. This position is responsible for the campus, conference and NCAA compliance of our XX athletics programs and ensuring academic standards are maintained through campus services for our diverse group of XX student-athletes. The successful candidate will report directly to the director of athletics and serve as an integral member of the senior management team, providing leadership and support in the areas of student services and compliance.

This individual works closely with the director of athletics, the faculty athletics representative, coaches and student-athletes, and is expected to have experience working with multiple, diverse groups at one time.

Founded in Year XX, Institution XX is in City, ST and is a member of the XX Athletic Conference. Institution XX provides almost XX students with a well-rounded educational experience grounded in [e.g. liberal arts, pre-professional] and supports the growth of all its employees through employee resource groups, professional development opportunities and on- and off-campus engagement opportunities. Institution XX is also committed to providing a diverse and inclusive culture to best support our student-athletes and departmental goals. Women and minorities are encouraged to apply.

**Responsibilities:** Monitoring institutional, conference and national policies; attending campus and conference meetings and serving on committees; meeting with campus academic liaisons; monitoring recruiting practices; serving as a sports team liaison; and other duties as assigned.

**Education/Experience:** Candidates must have a bachelor’s degree (a master’s degree is preferred) and a high-level of knowledge and a demonstrated experience of NCAA rules and academic oversight. Additionally, candidates should have evidence of effective leadership and the ability to manage others, especially those from diverse backgrounds including women, minorities and individuals with disabilities.

The successful candidate must complete a background check prior to being hired.

Interested candidates should visit www.institutionx.edu/apply to submit an application. Review of candidates will begin immediately and continue until the position is filled.

---

**Candidate Interview Evaluation Form**

**Candidate Name:** ___________________________  **Date:**

**Evaluated By:** ___________________________

*Please complete the chart below and include comments on the ranking of the candidate. Please use the following scale: 1 = Poor, 2 = Fair, 3 = Average, 4 = Good, 5 = Excellent*

<table>
<thead>
<tr>
<th>Assessment Factor</th>
<th>Rating</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Knowledge of Institution</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Strengths</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Innovative Ideas</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Collaboration</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Initiative</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flexibility</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unique Programming Ideas/Initiatives</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Communication</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motivation/Interest in Position</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Overall rating of candidate:**
**Part-Time Position**

INSTITUTION XX

**POSITION TITLE:** [e.g., Assistant Coach] (part time)

**DEPARTMENT:** Athletics

**REPORTS TO:** [e.g., Head Coach]

Institution XX seeks applicants for an assistant [add in sport] coach. This position is responsible for assisting the head coach with the program on a part-time basis. This individual works closely with the head coach and student-athletes, and is expected to have experience working with multiple, diverse groups at one time.

Founded in Year XX, Institution XX is in City, ST and is a member of the XX Athletic Conference. Institution XX provides almost XX students with a well-rounded educational experience grounded in liberal arts and supports the growth of all its employees through employee resource groups, professional development opportunities and on- and off-campus engagement opportunities. Institution XX is also committed to providing a diverse and inclusive culture to best support our student-athletes and departmental goals. Women and minorities are encouraged to apply.

**Responsibilities:** Teach the skills necessary for a successful athletics program; assist in team practices and game day preparations; assist in the evaluation and recruitment of qualified prospective student-athletes; comply with all NCAA, XX Athletic Conference and Institution XX rules and regulations and help to ensure all student-athletes do the same; work independently; be able to work evenings and weekends; travel locally, regionally and nationally to find prospective student-athletes is required and the candidate must have the ability to transport teams by van as needed.

**Education/Experience:** Bachelor’s degree and collegiate playing experience preferred. Knowledge of NCAA, XX Athletic Conference and Institution XX rules and regulations preferred. Individuals must possess the skills and abilities or be able to teach and demonstrate all aspects of the sport they are assisting in and perform all other essential functions of the job, with or without accommodation, using some other combination of skills and abilities.

**Licenses:** Current and valid driver’s license required. Successful completion of Institution XX Van License A.

The successful candidate must complete a background check prior to being hired. Interested candidates should visit www.institutionx.edu/apply to submit an application. Review of candidates will begin immediately and continue until the position is filled.
ACTION ITEMS.

1. Legislative Item.

- Development of Game Environment Training Program and Division III Service Standards.

  (1) **Recommendation.** Approve the development of an online game environment training program and Division III service standards in conjunction with the Disney Institute. [See Supplement No. 3a and Administrative Committee report from November 15, 2016.]

  (2) **Effective date.** Immediate.

  (3) **Rationale.** The program’s primary goal is to create and sustain championship-level decorum and game environments at all Division III institutions.

  The program’s three primary benefits for the Division III membership will be:

  (a) A five-module online training program designed for each institution to evaluate, learn and improve on its game environment and customer service standards.

  (b) Division III game service standards that will define the proper environment at Division III for all regular season and championships athletics contests.

  (c) Tool kits and training through the Disney Institute that will ensure that the game standards are understood and able to be carried out for institutions at all resource levels.

  In addition to an introductory section, the primary learning modules of the online program will be: an institutional self-assessment tool; Division III game service standards; tools for assistance with conflict resolution and bystander intervention; and a template to create an institutional action plan to institute positive change where needed. The online program will also integrate input and tools created by the Division III Student-Athlete Advisory Committee.

  (4) **Budget Impact.** For the current year’s budget, the working group is requesting to use $500,000 during the 2016-17 year to develop an online training program in conjunction with the Disney Institute. This request represents $450,000 of new dollars, as $50,000 was previously budgeted for this initiative during 2016-17. In addition, $50,000 was allocated in 2015-16 but was unused as the working group continued to study the most beneficial outcome for its efforts.
For future years’ budgets, the working group also requests that $250,000 annually be allocated for sportsmanship programming in both 2017-18 and 2018-19. This amount will allow the division to conduct one national and one regional sportsmanship summit each year.

The work of the Disney Institute is further defined in Attachment (5) Student-Athlete Impact. Consistent Division III game service standards that will define the proper environment at Division III for all regular season and championship athletics contests.

2. Nonlegislative Item.
   • None.

INFORMATIONAL ITEMS.

1. Review and approval of June 30, 2016, teleconference report. The working group reviewed and approved the report from its June 30, 2016, teleconference.

2. Update and discussion on building program modules. The working group discussed the Disney Institute’s proposal and developed the recommendation noted above. The Disney Institute built its proposal from work it had previously done with the National Basketball Association (NBA) and is paying special attention to the small campus, and often low-resource, aspects of Division III game environments. The working group looked at the proposed timeline for development of the module and saw no problems. The Disney Institute final work product would be used in building modules Two, Three and Four. In the development stage, the Disney Institute is committing to conducting two “discovery visits” on Division III campuses; teaching its philosophy to a group of staff and working group members at Walt Disney World Report; meeting in Indianapolis to develop common service standards specific to Division III; and holding an ambassador engagement session at Walt Disney World Report that would bring together leaders from all of Division III conferences.

Besides developing an introductory module, the working group noted a need to focus some of its own energies on module five (an institutional action plan). When discussing the need for additional research within the introductory module, the working groups decided that institutions already understand the importance of this topic and no extensive background research is needed. Finally, when discussing the possibility of partnering with Divisions I or II on the initial build of the program, the working group felt that focusing on a Division III specific effort allows for the standards and tools to be more focused on small campuses.
3. Discuss content for Division III Sportsmanship webpage. The working group discussed creating a Division III sportsmanship-specific webpage, and modelling its design on what the Diversity and Inclusion Working Group has recently put together. This new page can house the new RESPECT campaign materials, in addition to information on handling unruly fans and bystander intervention materials. Staff will gather the appropriate resources and create a nonlive webpage as a draft to be shared with the working group for its final approval.

4. Discuss and agree on timeline for next steps. The working group agreed to forgo scheduling an additional teleconference in November and plans to conduct its next teleconference as originally scheduled, December 15, 2016, at 2 p.m. Eastern time.

5. Other business. A one-page informational flyer, providing an update on the planned training program, will be developed for distribution at the 2017 Convention. Laura Mooney and Tracy King will work together to create a draft.

6. Adjournment. The meeting adjourned at 3:20 p.m. Eastern time

Chair: Gary Williams, Wittenberg University, North Coast Athletic Conference
Staff Liaison: Jay Jones, Division III Governance

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erik Bitterbaum, State University of New York at Cortland</td>
</tr>
<tr>
<td>Jennifer Jacobs, Augsburg College</td>
</tr>
<tr>
<td>Tracy King, Liberty League</td>
</tr>
<tr>
<td>Chuck Mitrano, Empire 8</td>
</tr>
<tr>
<td>Laura Mooney, Massachusetts College of Liberal Arts</td>
</tr>
<tr>
<td>Gary Williams, Wittenberg University, chair</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher O’Rourke, Becker College</td>
</tr>
<tr>
<td>Karen Tompson-Wolke, Westminster College (MO)</td>
</tr>
<tr>
<td>Brian Wigley, Shenandoah University</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Jones</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ben Brownlee and Reed Fogle.</td>
</tr>
</tbody>
</table>
REPORT OF THE NCAA DIVISION III
SPORTSMANSHIP AND GAME ENVIRONMENT WORKING GROUP
DECEMBER 15, 2016, TELECONFERENCE

**ACTION ITEMS.**

- None.

**INFORMATIONAL ITEMS.**

1. **Review and approval of October 20, 2016, teleconference report.** The working group reviewed and approved the report from its October 20, 2016, teleconference.

2. **Update and discussion on Disney Institute plans and budget approval.** Staff provided a report on progress made with program development since the October call. Staff provided a proposal to the Division III Strategic Planning and Finance Committee (SPFC) for its November teleconference. SPFC approved the plan as submitted, having pulled one of the regional events proposed by the Disney Institute for each of years two and three prior to being presented to SPFC. The proposal was approved by the Administrative Committee and both the NCAA and the Disney Institute have signed the contract to proceed.

   In January, representatives from the Disney Institute will begin weekly or bi-weekly calls with Jay Jones and Gary Williams to continue program development and provide updates on progress. The first of two discovery visits Disney will conduct will take place in late January at Wittenberg University. The second discovery visit will occur shortly thereafter near a major hub. Following these visits, a two-day visit to the Disney Institute for approximately 10 members of the working group/NCAA staff will occur in late February to learn Disney customer service content. This same group will meet again in Indianapolis to work on focusing the Disney content around Division III values, standards and environments.

   The working group discussed the make-up of the group to attend these events. Any and all working group members could attend these events, provided they are able to commit to them in the near future. The remaining balance of spaces will be filled from throughout Division III with a focus on providing balance with regard to position, type of institution, gender, ethnicity and geography. The working group described a desire to have sports information directors, SAAC members, Championships Committee members, and game managers represented in the group.

   Staff will develop project talking points in mid-January for working group members to better communicate the ongoing work of the group and augment the flyer (see item four below) to be distributed at the 2017 NCAA Convention.
3. **Review and Approval of Division III Sportsmanship webpage.** The working group expressed comfort with the draft webpage design and current content as outlined. This site will serve as the landing spot for future online program modules and Division III sportsmanship efforts.

4. **Review and approval of informational flyer for 2017 Convention.** A draft informational flyer, as developed by two working group members, will be emailed to the working group on December 21 for review. Comments and edits should be communicated to Mr. Jones by December 28.

5. **Discuss teleconference schedule for 2017.** The working group decided to move to a once-a-month teleconference schedule during the spring of 2017. No call will be held in January. The next scheduled meeting is Thursday, February 16 at 2 p.m. Eastern time.

6. **Adjournment.** The teleconference adjourned at 2:55 p.m. Eastern time.

*Chair: Gary Williams, Wittenberg University, North Coast Athletic Conference*

*Staff Liaison: Jay Jones, Division III Governance*

<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Jacobs, Augsburg College</td>
</tr>
<tr>
<td>Tracy King, Liberty League</td>
</tr>
<tr>
<td>Laura Mooney, Massachusetts College of Liberal Arts</td>
</tr>
<tr>
<td>Karen Tompson-Wolfe, Westminster College (MO)</td>
</tr>
<tr>
<td>Brian Wigley, Shenandoah University</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erik Bitterbaum, State University of New York at Cortland</td>
</tr>
<tr>
<td>Chuck Mitrano, Empire 8</td>
</tr>
<tr>
<td>Christopher O’Rourke, Becker College</td>
</tr>
<tr>
<td>Gary Williams, Wittenberg University, chair</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NCAA Staff Support in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Jones</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other NCAA Staff Members in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ben Brownlee and Reed Fogle.</td>
</tr>
</tbody>
</table>
NCAA Division III Athletics Direct Report Institute
Gaylord Opryland Resort & Convention Center
Jackson A-B
January 18-19, 2017

**Wednesday, January 18**

2 p.m. Opening Session. (Moderator Mike Raters, Athletics Direct Report (ADR) at Wabash College, and Leah Kareti, NCAA Division III Governance Contractor)

3 p.m. Division III Philosophy. (President Troy VanAken, Elmhurst College)

3:30 p.m. Break

3:45 p.m. Examining the “Communications Triad.” (Tori Haring-Smith, President, Washington & Jefferson College; Eva Chatterjee-Sutton, ADR, Washington & Jefferson College; Scott McGuiness, Director of Athletics, Washington & Jefferson College, Timothy Klitz, Faculty Athletics Representative (FAR), Washington & Jefferson College; and Joe Onderko, Commissioner, Presidents’ Athletic Conference)

4:45 p.m. Case Study Round Table Discussion.

5:15 p.m. Programming concludes.

6 p.m. NCAA Honors Dinner.

**Thursday, January 19**

8 a.m. Welcome.

8:05 a.m. Conference Office Engagement. (Julie Muller, former commissioner, North Atlantic Conference)

8:35 a.m. NCAA 101: Governance, Committee Service and Compliance Expectations. (Louise McCleary, NCAA Director of Division III)

9:05 a.m. Defining Success and Managing Staff Expectations in Intercollegiate Athletics. (President Steven Briggs, Berry College; Debbie Heida, ADR, Berry College; and Todd Brooks, Director of Athletics, Berry College)

10:05 a.m. Break

10:15 a.m. Athletics Budgeting. (Stevie Baker-Watson, Associate Vice President for Campus Wellness and Theodore Katula Director of Athletics and Recreational Sports, DePauw University and Tim Millerick, Vice President for Student Affairs & Athletics, Austin College)

11:10 a.m. Case Study Round Table Discussion.
11:45 a.m.  ADR Luncheon and Workshop on Inclusive Hiring Practices. *Includes all Division III ADRs attending Convention.* (Gerard Bryant, FAR, John Jay College of Criminal Justice; Louise McCleary, Director of Division III, NCAA; and Tim Millerick, Vice President of Student Affairs and Athletics, Austin College.)

1 p.m.  Reconvene Institute Participants.

1:05 p.m.  Student-Athlete Well-Being.  (Brit Katz, Vice President and Dean of Students, Millsaps College; and Nnenna Akotaobi, Associate Athletics Director, Swarthmore College)

1:35 p.m.  Athletics Director Panel.  (Holly Gera, Montclair State University; Jim Hamad, Aurora University; Shantey Hill, St. Joseph’s College (Long Island); Jeff Martinez, University of Redlands).

2:20 p.m.  Break.

2:30 p.m.  Case Study Round Table Discussion.

3 p.m.  Presidential panel.  (Donald Christian, Concordia University Texas; Kathryn A. Foster, University of Maine at Farmington; Mary Dana Hinton, College of Saint Benedict; Lex McMillan, Albright College)

3:45 p.m.  Address Parking Lot and Final Questions.  (Raters and Kareti)

4 p.m.  Institute Concludes.  (Raters)

4:30 p.m.  NCAA Opening Business Session.  
  
  *Location: Delta Ballroom A*

6 p.m.  Social Hour For all Convention ADR attendees.  
  
  *Location: Washington B*

Note:  Your attendance is appreciated at the following:

- Division III Issues Forum Friday, January 20, at 8 a.m., Presidential Ballroom; and
- Division III Business Session, Saturday, January 21, at 8 a.m., Presidential Ballroom.
**NCAA Division III LGBTQ Working Group Roster**  
*(Effective January 2017)*

<table>
<thead>
<tr>
<th>MAILING ADDRESS</th>
<th>PHONE / EMAIL</th>
</tr>
</thead>
</table>
| **Christopher Deddo**  
Student-Athlete Advisory Committee  
State University of New York Maritime College  
6 Pennyfield Avenue  
Throggs, New York  10465  
Christopher Deddo  
Student-Athlete Advisory Committee  
State University of New York Maritime College  
6 Pennyfield Avenue  
Throggs, New York  10465  
Christopher Deddo  
Student-Athlete Advisory Committee  
State University of New York Maritime College  
6 Pennyfield Avenue  
Throggs, New York  10465 | Phone: 718-689-3909  
Email: christopherded.14@sunymaritime.edu  
Assistant:  
Phone:  
Email: |
| **Margaret Drugovich, D.M.**  
President  
Hartwick College  
1 Hartwick Drive  
Oneonta, New York  13820  
Margaret Drugovich, D.M.  
President  
Hartwick College  
1 Hartwick Drive  
Oneonta, New York  13820  
Margaret Drugovich, D.M.  
President  
Hartwick College  
1 Hartwick Drive  
Oneonta, New York  13820 | Phone: 607-431-4990  
Email: DrugovichM@Hartwick.edu  
Assistant:  
Phone:  
Email:  
Kerri Green  
Phone: 607-431-4162  
Email: greenk2@hartwick.edu |
| **Malcolm Huggins**  
Assistant Director of Athletics  
State University of New York at Oswego  
211 Laker Hall  
Oswego, New York  13126  
Malcolm Huggins  
Assistant Director of Athletics  
State University of New York at Oswego  
211 Laker Hall  
Oswego, New York  13126  
Malcolm Huggins  
Assistant Director of Athletics  
State University of New York at Oswego  
211 Laker Hall  
Oswego, New York  13126 | Phone: 315-312-3360  
Email: malcolm.huggins@oswego.edu  
Assistant:  
Phone:  
Email: |
| **R. Brit Katz, Ph.D.**  
Athletics Direct Report/Vice President and Dean  
of Student Life  
Millsaps College  
1701 North State Street  
Jackson, Mississippi  39210  
R. Brit Katz, Ph.D.  
Athletics Direct Report/Vice President and Dean  
of Student Life  
Millsaps College  
1701 North State Street  
Jackson, Mississippi  39210  
R. Brit Katz, Ph.D.  
Athletics Direct Report/Vice President and Dean  
of Student Life  
Millsaps College  
1701 North State Street  
Jackson, Mississippi  39210 | Phone: 601-974-1206  
Email: brit.katz@millsaps.edu  
Assistant:  
Phone:  
Email:  
Larcie Burnett  
Phone: 601-974-1206  
Email: burneld@millsaps.edu |
| **Christopher Kimball, Ph.D.**  
President  
California Lutheran University  
60 West Olsen Road  #1400  
Thousand Oaks, California  91360  
Christopher Kimball, Ph.D.  
President  
California Lutheran University  
60 West Olsen Road  #1400  
Thousand Oaks, California  91360  
Christopher Kimball, Ph.D.  
President  
California Lutheran University  
60 West Olsen Road  #1400  
Thousand Oaks, California  91360 | Phone: 805-493-3100  
Email: ckimball@callutheran.edu  
Assistant:  
Phone:  
Email:  
Nancy Reynard  
Phone: 805-493-3100  
Email: nreynard@callutheran.edu |
| **Krystin Krist, Ph.D.**  
Faculty Athletics Representative  
Methodist University  
5400 Ramsey Street  
Fayetteville, North Carolina  28311  
Krystin Krist, Ph.D.  
Faculty Athletics Representative  
Methodist University  
5400 Ramsey Street  
Fayetteville, North Carolina  28311  
Krystin Krist, Ph.D.  
Faculty Athletics Representative  
Methodist University  
5400 Ramsey Street  
Fayetteville, North Carolina  28311 | Phone: 910-630-7175  
Email: kkrist@methodist.edu  
Assistant:  
Phone:  
Email: |
| **Donna Ledwin**  
Commissioner  
Allegheny Mountain Collegiate Conference  
25 Jolls Lane  
Orchard Park, New York  14127  
Donna Ledwin  
Commissioner  
Allegheny Mountain Collegiate Conference  
25 Jolls Lane  
Orchard Park, New York  14127  
Donna Ledwin  
Commissioner  
Allegheny Mountain Collegiate Conference  
25 Jolls Lane  
Orchard Park, New York  14127 | Phone: 716-662-3729  
Email: ledwin@amccsports.org  
Assistant:  
Phone:  
Email: |
### MAILING ADDRESS

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Julie Shaw, E.D.</td>
<td>Head Women’s Basketball Coach University of La Verne 1950 Third Street La Verne, California 91750</td>
<td>909-448-4539</td>
<td><a href="mailto:jshaw@laverne.edu">jshaw@laverne.edu</a></td>
</tr>
<tr>
<td>Michael Vienna, Ph.D.</td>
<td>Director of Athletics Emory University 26 Eagle Row Atlanta, Georgia 30322</td>
<td>404-727-6532</td>
<td><a href="mailto:mvienna@emory.edu">mvienna@emory.edu</a></td>
</tr>
<tr>
<td>Neil Virtue</td>
<td>Head Men’s and Women’s Swimming and Diving Coach Mills College 5000 MacArthur Blvd. Oakland, California 94613</td>
<td>510-430-3284</td>
<td><a href="mailto:nvirtue@mills.edu">nvirtue@mills.edu</a></td>
</tr>
</tbody>
</table>

### NCAA STAFF LIAISONS

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Louise McCleary</td>
<td>317/917-6637</td>
<td><a href="mailto:lmccleary@ncaa.org">lmccleary@ncaa.org</a></td>
</tr>
<tr>
<td>Jean Orr</td>
<td>317/917-6642</td>
<td><a href="mailto:jorr@ncaa.org">jorr@ncaa.org</a></td>
</tr>
</tbody>
</table>

NCAA Division III and NASPA Alcohol and Other Drug Collaborative Update  
December 14, 2016

1. **Registration Update.** 193 institutions are currently registered for 360 Proof (flat since the September 29 report). 739 Institutions are eligible to use the program for 2016-17.

2. **Collaboration with the CORE Institute and American College Health Association (ACHA).** Work on modules (a series of additional questions) to add to the national alcohol-related surveys, CORE and NCHA, remains underway. The purpose of the modules and the collaboration is to provide institutions with easy access to all information requested in the 360 Proof self-study, and to promote 360 Proof with institutions that use the CORE or NCHA surveys. This work should be completed in the spring.

3. **Learning Collaborative.** The remaining 2016-17 Learning Collaborative Webinar schedule is (all times eastern):
   
a. Wednesday, February 1, 1 p.m.  
b. Tuesday, March 7, 3 p.m.  
c. Wednesday, April 12, 1 p.m.

   The November session focused on New Year resolutions, and their impact on behavior change. That session is posted on the 360 Proof portal and may be viewed here: https://vimeo.com/194089179

4. **2016-17 Outreach Opportunities.** The following outreach opportunities have been confirmed:
   
   - January NASPA AOD Strategies Conference- Booth and education session.  
   - January NCAA Convention- booth and technical assistance.  
   - March NASPA Annual Conference- Education session on collaboration through 360 Proof, booth.  
   - June NCAA Regional Rules Seminar- booth and technical assistance.  
   - NASPA Regional Conference- handouts at the NASPA table.

5. **Communications Plan.** The NCAA communications staff drafted a communications plan and core-messaging document. The process to identify and hire a contractor with student affairs or public health marketing experience is underway. This contractor will lead the execution of the communication plan drafted by the NCAA communications staff, which included consultation by NASPA staff and the 360 Proof Steering Committee. The goal of the communications plan is to increase awareness and use of the 360 Proof program to strengthen the relationship between athletics and student affairs representatives and improve campus culture, leading to an improved, better integrated experience for student-athletes.
2016 Division III Graduation Rates Report
October 2016
Overview

- Introduction
- Federal Rate Comparisons
- Federal & Success Rate Comparisons
- Next Steps

INTRODUCTION
Background

- 2016 is the seventh year of the voluntary collection of student-athlete graduation rates for Division III schools.
- The sample:
  - 253 schools have participated at some point in the four years.
  - 193 schools provided data in 2015. Reporting will focus on this group.
  - 112 have provided data for the 2006-2009 cohorts – the four-year rolling average.
  - 68 schools provided data each of the six years.
  - 40 schools provided data for the first time in 2014.
- Academic success defined as graduation.
- Central goal of higher education.
- Allows for the comparison of student-athletes and the student-body.

The Rates - Federal & ASR

<table>
<thead>
<tr>
<th>Student Groups</th>
<th>Federal Numerator</th>
<th>Federal Denominator</th>
<th>ASR Numerator</th>
<th>ASR Denominator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshmen (Fall)</td>
<td></td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Freshmen (Mid-Year)</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Incoming Transfers (2-Year and 4-Year)</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Those who left in good academic standing</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Allowable Exclusions</td>
<td></td>
<td>✓</td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Graduates (Fall Freshmen)</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Graduates (Mid-Years/Transfers)</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>
**FINDINGS**

**FEDERAL RATE COMPARISONS: DIVISION III VOLUNTARY SCHOOLS**

Average Federal Rates for Division III Student Body and Student-Athletes (2016 Voluntary Schools)

<table>
<thead>
<tr>
<th>Four-Class Average Rates (%)</th>
<th>Student-Body</th>
<th>Student-Athletes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>62</td>
<td>69</td>
</tr>
<tr>
<td>Men</td>
<td>58</td>
<td>63</td>
</tr>
<tr>
<td>Women</td>
<td>64</td>
<td>77</td>
</tr>
</tbody>
</table>
FINDINGS
FEDERAL & SUCCESS RATE COMPARISONS OVERALL

Average Federal Rates and ASRs for Division III Student-Athletes (Voluntary Schools)

<table>
<thead>
<tr>
<th>Four-Class Average Rates (%)</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ASR</td>
<td>Federal Rate</td>
</tr>
<tr>
<td>Overall</td>
<td>87</td>
<td>69</td>
</tr>
<tr>
<td>Men</td>
<td>82</td>
<td>63</td>
</tr>
<tr>
<td>Women</td>
<td>94</td>
<td>77</td>
</tr>
</tbody>
</table>
 Division III Men’s Sports (Voluntary Schools)

<table>
<thead>
<tr>
<th>SPORT</th>
<th>Four-Class Average Rates (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ASR</td>
</tr>
<tr>
<td>Baseball</td>
<td>86</td>
</tr>
<tr>
<td>Basketball</td>
<td>80</td>
</tr>
<tr>
<td>Cross Country/Track</td>
<td>88</td>
</tr>
<tr>
<td>Football</td>
<td>75</td>
</tr>
<tr>
<td>Golf</td>
<td>88</td>
</tr>
<tr>
<td>Ice Hockey</td>
<td>86</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>87</td>
</tr>
<tr>
<td>Soccer</td>
<td>83</td>
</tr>
<tr>
<td>Swimming</td>
<td>87</td>
</tr>
<tr>
<td>Tennis</td>
<td>91</td>
</tr>
<tr>
<td>Wrestling</td>
<td>82</td>
</tr>
</tbody>
</table>
Division III Women’s Sports (Voluntary Schools)

<table>
<thead>
<tr>
<th>SPORT</th>
<th>Four-Class Average Rates (%)</th>
<th>ASR</th>
<th>Federal Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketball</td>
<td>92</td>
<td>72</td>
<td></td>
</tr>
<tr>
<td>Cross Country/Track</td>
<td>94</td>
<td>80</td>
<td></td>
</tr>
<tr>
<td>Field Hockey</td>
<td>97</td>
<td>81</td>
<td></td>
</tr>
<tr>
<td>Lacrosse</td>
<td>97</td>
<td>81</td>
<td></td>
</tr>
<tr>
<td>Soccer</td>
<td>93</td>
<td>75</td>
<td></td>
</tr>
<tr>
<td>Softball</td>
<td>92</td>
<td>75</td>
<td></td>
</tr>
<tr>
<td>Swimming</td>
<td>95</td>
<td>82</td>
<td></td>
</tr>
<tr>
<td>Tennis</td>
<td>93</td>
<td>76</td>
<td></td>
</tr>
<tr>
<td>Volleyball</td>
<td>93</td>
<td>73</td>
<td></td>
</tr>
</tbody>
</table>

FINDINGS
FEDERAL & SUCCESS RATE COMPARISONS BY RACE/ETHNICITY GROUP
**Average Federal Graduation Rates for the Division III Student Body and Student-Athletes by Race/Ethnicity Group (Voluntary Schools)**

<table>
<thead>
<tr>
<th>Race/Ethnicity Group</th>
<th>Student-Body</th>
<th>Student-Athletes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>62</td>
<td>69</td>
</tr>
<tr>
<td>American Indian</td>
<td>49</td>
<td>59</td>
</tr>
<tr>
<td>Asian</td>
<td>61</td>
<td>75</td>
</tr>
<tr>
<td>African American</td>
<td>41</td>
<td>47</td>
</tr>
<tr>
<td>Hispanic</td>
<td>47</td>
<td>58</td>
</tr>
<tr>
<td>Non-Resident Alien</td>
<td>58</td>
<td>70</td>
</tr>
<tr>
<td>Native Hawaiian/Pacific Islander</td>
<td>64</td>
<td>60</td>
</tr>
<tr>
<td>Two or More Races</td>
<td>70</td>
<td>70</td>
</tr>
<tr>
<td>White/Non-Hispanic</td>
<td>65</td>
<td>72</td>
</tr>
<tr>
<td>Unknown</td>
<td>60</td>
<td>63</td>
</tr>
</tbody>
</table>

**Average Federal Graduation Rates and ASRs for Division III Student-Athletes by Race/Ethnicity Group (Voluntary Schools)**

<table>
<thead>
<tr>
<th>Race/Ethnicity Group</th>
<th>Federal Rate</th>
<th>ASR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall</td>
<td>69</td>
<td>87</td>
</tr>
<tr>
<td>American Indian</td>
<td>59</td>
<td>82</td>
</tr>
<tr>
<td>Asian</td>
<td>75</td>
<td>90</td>
</tr>
<tr>
<td>African American</td>
<td>47</td>
<td>66</td>
</tr>
<tr>
<td>Hispanic</td>
<td>58</td>
<td>77</td>
</tr>
<tr>
<td>Non-Resident Alien</td>
<td>70</td>
<td>90</td>
</tr>
<tr>
<td>Native Hawaiian/Pacific Islander</td>
<td>60</td>
<td>83</td>
</tr>
<tr>
<td>Two or More Races</td>
<td>70</td>
<td>87</td>
</tr>
<tr>
<td>White/Non-Hispanic</td>
<td>72</td>
<td>89</td>
</tr>
<tr>
<td>Unknown</td>
<td>63</td>
<td>85</td>
</tr>
</tbody>
</table>
Next Steps

- Additional presentation of findings
- Continued analysis of the rates for football and African-Americans.
- 2017 data collection opens in March.

THANK YOU

Contact info: Eric Hartung

- ehartung@ncaa.org
- 317-917-6306
2016 Division III Aggregate Graduation Rates Report for Voluntary Reporting Institutions (193 institutions)

<table>
<thead>
<tr>
<th>FRESHMAN-COHORT GRADUATION RATES</th>
<th>All Students</th>
<th>Student-Athletes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2009 Graduation Rate</td>
<td>64%</td>
<td>68%</td>
</tr>
<tr>
<td>Four-Class Average</td>
<td>62%</td>
<td>69%</td>
</tr>
<tr>
<td>Student-Athlete Academic Success Rate</td>
<td>87%</td>
<td>87%</td>
</tr>
</tbody>
</table>

1. Graduation-Rates Data

a. All Students

<table>
<thead>
<tr>
<th>Freshman Rate</th>
<th>Freshman Rate</th>
<th>Freshman Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Men</td>
<td>Women</td>
<td>Total</td>
</tr>
<tr>
<td>09-10 4-Class</td>
<td>09-10 4-Class</td>
<td>09-10 4-Class</td>
</tr>
<tr>
<td>N % N %</td>
<td>N % N %</td>
<td>N % N %</td>
</tr>
<tr>
<td>Am. Ind./AN</td>
<td>183 51 828 46</td>
<td>249 52 1088 52</td>
</tr>
<tr>
<td>Asian</td>
<td>2550 63 11033 56</td>
<td>2916 72 12800 65</td>
</tr>
<tr>
<td>Black</td>
<td>2985 40 12941 36</td>
<td>3957 50 17892 44</td>
</tr>
<tr>
<td>Hispanic</td>
<td>3040 51 13767 43</td>
<td>4211 59 19765 49</td>
</tr>
<tr>
<td>Nat. Haw./PI</td>
<td>66 67 171 65</td>
<td>64 61 206 63</td>
</tr>
<tr>
<td>N-R Alien</td>
<td>1288 66 5951 53</td>
<td>1415 76 5888 63</td>
</tr>
<tr>
<td>Two or More</td>
<td>622 66 1671 66</td>
<td>911 67 2422 72</td>
</tr>
<tr>
<td>Unknown</td>
<td>2584 60 10302 56</td>
<td>3119 66 12447 63</td>
</tr>
<tr>
<td>White</td>
<td>33972 63 138200 62</td>
<td>42264 70 172745 68</td>
</tr>
<tr>
<td>Total</td>
<td>47290 61 194864 58</td>
<td>59106 68 245253 64</td>
</tr>
</tbody>
</table>

b. Student-Athletes

<table>
<thead>
<tr>
<th>Freshman Rate</th>
<th>Freshman Rate</th>
<th>Freshman Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Men</td>
<td>Women</td>
<td>Total</td>
</tr>
<tr>
<td>09-10 4-Class</td>
<td>09-10 4-Class</td>
<td>09-10 4-Class</td>
</tr>
<tr>
<td>N % N % ASR</td>
<td>N % N % ASR</td>
<td>N % N % ASR</td>
</tr>
<tr>
<td>Am. Ind./AN</td>
<td>63 62 201 55 148 75 49 59 164 65 115 91</td>
<td>112 61 365 59 263 82</td>
</tr>
<tr>
<td>Asian</td>
<td>268 75 793 73 658 87 204 82 667 78 550 93</td>
<td>472 78 1460 75 1208 90</td>
</tr>
<tr>
<td>Black</td>
<td>1370 41 3337 43 2357 61 449 58 1189 60 878 81</td>
<td>1819 45 4526 47 3235 66</td>
</tr>
<tr>
<td>Hispanic</td>
<td>803 50 1995 52 1447 72 428 71 1170 69 934 85</td>
<td>1231 57 3165 58 2381 77</td>
</tr>
<tr>
<td>Nat. Haw./PI</td>
<td>23 52 72 51 48 77 16 81 54 72 42 90</td>
<td>39 64 126 60 90 83</td>
</tr>
<tr>
<td>N-R Alien</td>
<td>238 63 594 66 447 88 90 82 265 78 222 94</td>
<td>328 69 859 70 669 90</td>
</tr>
<tr>
<td>Two or More</td>
<td>175 61 372 65 293 82 127 73 289 78 241 93</td>
<td>302 66 661 70 534 87</td>
</tr>
<tr>
<td>Unknown</td>
<td>787 59 2261 57 1599 79 492 76 1554 73 1217 92</td>
<td>1279 65 3815 63 2816 85</td>
</tr>
<tr>
<td>White</td>
<td>10119 66 30289 67 23631 85 7361 79 22338 79 18375 95</td>
<td>17480 71 52627 72 42006 89</td>
</tr>
<tr>
<td>Total</td>
<td>13846 62 39914 63 30628 82 9216 77 27690 77 22574 94</td>
<td>23062 68 67604 69 53202 87</td>
</tr>
</tbody>
</table>
### c. Student-Athletes by Sport Category

<table>
<thead>
<tr>
<th></th>
<th>Baseball</th>
<th>Men's Basketball</th>
<th>Men's CC/Track</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Freshman Rate</td>
<td>Freshman Rate</td>
<td>Freshman Rate</td>
</tr>
<tr>
<td></td>
<td>2009 4-Class ASR</td>
<td>2009 4-Class ASR</td>
<td>2009 4-Class ASR</td>
</tr>
<tr>
<td>Am. Ind./AN</td>
<td>80-a 64-e 73-e</td>
<td>Am. Ind./AN 80-a 58-d 69-d</td>
<td>Am. Ind./AN 40-a 64-e 78-d</td>
</tr>
<tr>
<td>Asian</td>
<td>80-e 73-e 83-e</td>
<td>Asian 76-d 71-e 95-e</td>
<td>Asian 86-e 82-e 90-e</td>
</tr>
<tr>
<td>Black</td>
<td>50-e 52-e 73-e</td>
<td>Black 47-e 46-e 63-e</td>
<td>Black 56-e 56-e 72-e</td>
</tr>
<tr>
<td>Hispanic</td>
<td>55-e 55-e 73-e</td>
<td>Hispanic 40-e 50-e 74-e</td>
<td>Hispanic 61-e 57-e 76-e</td>
</tr>
<tr>
<td>Nat. Haw./PI</td>
<td>50-a 40-b 50-b</td>
<td>Nat. Haw./PI 50-a 33-b 60-a</td>
<td>Nat. Haw./PI 100-a 63-b 100-a</td>
</tr>
<tr>
<td>Two or More</td>
<td>76-d 78-e 96-e</td>
<td>Two or More 71-e 66-e 85-e</td>
<td>Two or More 60-e 75-e 88-e</td>
</tr>
<tr>
<td>Unknown</td>
<td>69-e 60-e 81-e</td>
<td>Unknown 51-e 51-e 75-e</td>
<td>Unknown 74-e 65-e 84-e</td>
</tr>
<tr>
<td>White</td>
<td>68-e 68-e 87-e</td>
<td>White 64-e 66-e 87-e</td>
<td>White 76-e 77-e 90-e</td>
</tr>
<tr>
<td>Total</td>
<td>67-e 66-e 86-e</td>
<td>Total 58-e 60-e 80-e</td>
<td>Total 73-e 73-e 88-e</td>
</tr>
</tbody>
</table>

### Men's Basketball

<table>
<thead>
<tr>
<th></th>
<th>Football</th>
<th>Men's Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Freshman Rate</td>
<td>Freshman Rate</td>
</tr>
<tr>
<td></td>
<td>2009 4-Class ASR</td>
<td>2009 4-Class ASR</td>
</tr>
<tr>
<td>Am. Ind./AN</td>
<td>60-e 47-e 77-e</td>
<td>Am. Ind./AN 61-e 58-e 76-e</td>
</tr>
<tr>
<td>Asian</td>
<td>53-e 54-e 79-e</td>
<td>Asian 77-e 76-e 88-e</td>
</tr>
<tr>
<td>Black</td>
<td>33-e 36-e 54-e</td>
<td>Black 50-e 55-e 73-e</td>
</tr>
<tr>
<td>Hispanic</td>
<td>35-e 41-e 63-e</td>
<td>Hispanic 60-e 59-e 76-e</td>
</tr>
<tr>
<td>Nat. Haw./PI</td>
<td>63-b 69-c 90-b</td>
<td>Nat. Haw./PI 33-b 50-e 80-d</td>
</tr>
<tr>
<td>N-R Alien</td>
<td>50-b 47-c 70-b</td>
<td>N-R Alien 63-e 67-e 90-e</td>
</tr>
<tr>
<td>Two or More</td>
<td>48-e 48-e 68-e</td>
<td>Two or More 67-e 74-e 87-e</td>
</tr>
<tr>
<td>Unknown</td>
<td>40-e 46-e 70-e</td>
<td>Unknown 66-e 62-e 84-e</td>
</tr>
<tr>
<td>White</td>
<td>58-e 58-e 80-e</td>
<td>White 69-e 70-e 87-e</td>
</tr>
<tr>
<td>Total</td>
<td>51-e 53-e 75-e</td>
<td>Total 68-e 69-e 86-e</td>
</tr>
</tbody>
</table>

### Women's Basketball

<table>
<thead>
<tr>
<th></th>
<th>Women's CC/Track</th>
<th>Women's Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Freshman Rate</td>
<td>Freshman Rate</td>
</tr>
<tr>
<td></td>
<td>2009 4-Class ASR</td>
<td>2009 4-Class ASR</td>
</tr>
<tr>
<td>Am. Ind./AN</td>
<td>25-b 61-e 93-c</td>
<td>Am. Ind./AN 80-b 69-e 90-d</td>
</tr>
<tr>
<td>Asian</td>
<td>100-d 81-e 92-e</td>
<td>Asian 81-e 76-e 96-e</td>
</tr>
<tr>
<td>Black</td>
<td>59-e 56-e 77-e</td>
<td>Black 57-e 63-e 83-e</td>
</tr>
<tr>
<td>Hispanic</td>
<td>63-e 59-e 86-e</td>
<td>Hispanic 75-e 72-e 84-e</td>
</tr>
<tr>
<td>Nat. Haw./PI</td>
<td>33-a 67-b 75-b</td>
<td>Nat. Haw./PI 100-a 70-b 100-b</td>
</tr>
<tr>
<td>N-R Alien</td>
<td>80-a 75-d 92-c</td>
<td>N-R Alien 78-b 83-e 91-e</td>
</tr>
<tr>
<td>Two or More</td>
<td>64-e 60-e 81-e</td>
<td>Two or More 75-e 86-e 96-e</td>
</tr>
<tr>
<td>Unknown</td>
<td>69-e 66-e 92-e</td>
<td>Unknown 78-e 73-e 90-e</td>
</tr>
<tr>
<td>White</td>
<td>76-e 76-e 95-e</td>
<td>White 82-e 83-e 96-e</td>
</tr>
<tr>
<td>Total</td>
<td>72-e 72-e 92-e</td>
<td>Total 79-e 80-e 94-e</td>
</tr>
</tbody>
</table>

Values for N (a. 1-5, b. 6-10, c. 11-15, d. 16-20, e. greater than 20)
# Academic Success Rate Report

**Cohorts: 2006 - 2009**

**Division: Division III**

<table>
<thead>
<tr>
<th>Men's Sports</th>
<th>ASR</th>
<th>Fed Rate</th>
<th>Women's Sports</th>
<th>ASR</th>
<th>Fed Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sport</strong></td>
<td></td>
<td></td>
<td><strong>Sport</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Baseball</td>
<td>86</td>
<td>66</td>
<td>Basketball</td>
<td>92</td>
<td>72</td>
</tr>
<tr>
<td>Basketball</td>
<td>80</td>
<td>60</td>
<td>Bowling</td>
<td>89</td>
<td>43</td>
</tr>
<tr>
<td>CC/Track</td>
<td>88</td>
<td>73</td>
<td>CC/Track</td>
<td>94</td>
<td>80</td>
</tr>
<tr>
<td>Fencing</td>
<td>81</td>
<td>74</td>
<td>Crew/Rowing</td>
<td>98</td>
<td>86</td>
</tr>
<tr>
<td>Football</td>
<td>75</td>
<td>53</td>
<td>Fencing</td>
<td>85</td>
<td>76</td>
</tr>
<tr>
<td>Golf</td>
<td>88</td>
<td>70</td>
<td>Field Hockey</td>
<td>97</td>
<td>81</td>
</tr>
<tr>
<td>Gymnastics</td>
<td>-</td>
<td>-</td>
<td>Golf</td>
<td>93</td>
<td>78</td>
</tr>
<tr>
<td>Ice Hockey</td>
<td>86</td>
<td>63</td>
<td>Gymnastics</td>
<td>92</td>
<td>78</td>
</tr>
<tr>
<td>Lacrosse</td>
<td>87</td>
<td>67</td>
<td>W. Ice Hockey</td>
<td>92</td>
<td>70</td>
</tr>
<tr>
<td>Rifle</td>
<td>-</td>
<td>-</td>
<td>Lacrosse</td>
<td>97</td>
<td>81</td>
</tr>
<tr>
<td>Skiing</td>
<td>93</td>
<td>83</td>
<td>Rifle</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Soccer</td>
<td>83</td>
<td>65</td>
<td>Skiing</td>
<td>98</td>
<td>79</td>
</tr>
<tr>
<td>Swimming</td>
<td>87</td>
<td>76</td>
<td>Soccer</td>
<td>93</td>
<td>75</td>
</tr>
<tr>
<td>Tennis</td>
<td>91</td>
<td>76</td>
<td>Softball</td>
<td>92</td>
<td>75</td>
</tr>
<tr>
<td>Volleyball</td>
<td>74</td>
<td>60</td>
<td>Swimming</td>
<td>95</td>
<td>82</td>
</tr>
<tr>
<td>Water Polo</td>
<td>84</td>
<td>73</td>
<td>Tennis</td>
<td>93</td>
<td>76</td>
</tr>
<tr>
<td>Wrestling</td>
<td>82</td>
<td>63</td>
<td>Volleyball</td>
<td>93</td>
<td>73</td>
</tr>
<tr>
<td>Men's Non-NCAA Sponsor. Sports</td>
<td>91</td>
<td>77</td>
<td>Water Polo</td>
<td>96</td>
<td>83</td>
</tr>
<tr>
<td>Women's Equestrian</td>
<td>-</td>
<td>-</td>
<td>Women's Equestrian</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
Information about the Graduation Rates Report

Introduction.

This information sheet and the NCAA Division III Academic Success Rate Report have been prepared by the NCAA, based on data provided by the institution for the Division III voluntary graduation rates reporting program.

The ASR Report provides information about two groups of students at the college or university identified at the top of the form: all undergraduate students who were enrolled in a full-time program of studies for a degree and student-athletes who were on an official team roster on or after the first date of competition during the championship season.

The report gives graduation information about the most recent graduating class of students and student-athletes entering as freshmen in 2009-10. The graduation rate (percent) is based on a comparison of the number (N) of students who entered a college or university and the number of those who graduated within six years. For example, if 100 students entered and 60 graduated within six years, the graduation rate is 60 percent.

Two different measures of graduation rates are presented in this report: Federal Graduation Rate and ASR. The freshman-cohort Federal Graduation Rate indicates the percentage of freshmen who entered during a given academic year and graduated within six years. The ASR adds to the first-time freshmen, those students who entered midyear, as well as student-athletes who transferred into an institution. Both the freshman-cohort rate and ASR subtracts students from the entering cohort who are considered allowable exclusions (i.e., those who either die or become permanently disabled, those who leave the school to join the armed forces, foreign services or attend a church mission). The ASR also subtracts those who left the institution prior to graduation, had athletics eligibility remaining and would have been academically eligible to compete had they returned to the institution.

ASR Report

1. Graduation Rates Data. The box at the top of the ASR Report provides freshman-cohort graduation rates for all students and for student-athletes at this college or university. Additionally, this box provides ASR data for the population of student-athletes. [Note: Anytime a cell containing cohort numbers includes only one or two students, the data in that cell and one other will be suppressed so that no individual can be identified.]

a. All Students. This section provides the freshman-cohort graduation rates for all full-time, degree-seeking students by race or ethnic group. It shows the rate for men who entered as freshmen in 2009-10 and the four-class average, which includes those who entered as freshmen 2006-07, 2007-08, 2008-09 and 2009-10. The same rates are provided for women. The total for 2009-10 is the rate for men and women combined, and the four-class average is for all students who entered in 2006-07, 2007-08, 2008-09 and 2009-10.

b. Student-Athletes. This section provides the freshman-cohort graduation rates and also the GSR for student-athletes in each race and ethnic group who received athletics aid. Information is provided for men and women separately and for all student-athletes.

c. Student-Athletes by Sports Categories. This section provides the identified graduation rates as in 1-b for each of the eight sports categories. (The small letters indicate the value of N.)
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 seventh year in operation, and its fifth 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 2016-17 year. Thus far, approximately 25 percent of the institutions and conference offices have used their credit, which ends on August 31 of 2017. In 2017, a promotion will be launched to encourage member institutions to use their credit.

Championships

Several new enhancements were applied to our fall championships.

- In coordination with NCAA statistics, staff is creating an archived championships brackets section for each sport that will be housed within the Record Books section on NCAA.org. Click here to see an example.
- In order to better promote the Division III brand, all 2016-17 webcasted championships will have a live player branding graphic.
- To enhance the championship webcasts, we are committed to providing an on-site announcer for all Division III championships this year. We have also secured the addition of a fourth camera and/or an additional commentator at selected championships.

Division III/D3SIDA Recognition Award

A panel of Division III College Sports Information Directors of America (D3SIDA) members are in the midst of selecting a recipient for the Winter D3SIDA Recognition Award. The 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 2017 CoSIDA convention in Orlando, Florida.

Social Media

The NCAA Division III Facebook has surpassed 24,200 fans, while the @NCAADIII Twitter feed has over 34,400 followers. The staff has developed 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.

In August, staff established #MotivationMonday, #ThrowBackThursday and #HappyFridays to be a part of the weekly posts for Division III social media. These posts are unique in their own ways and create alternative ways of telling stories with a Division III photograph, along with a meaningful caption.

Division III is also considering launching an Instagram page to expand the social media presence.
Special Olympics

Special Olympics bracelets were provided to a few fall championships this year to help enhance the overall partnership. To date, 17 institutions and two (2) conference offices reported Division III Special Olympics activities during the 2016-17 year involving approximately 2,500 Division III student-athletes and 1,000 Special Olympic athletes. The division dedicated just over 4,000 volunteer hours and raised more than $2,000 so far as a result of these activities. Staff continues to encourage schools and conferences to report their events. Fliers will be provided throughout the Convention on the basic steps of planning a successful Special Olympics event.

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.

Division III Week

The sixth annual Division III Week will occur April 3-9, 2017. A communications kit for this week will be available online by the end of January and fliers will also be provided throughout the Convention.
REPORT OF THE
NCAA DIVISION III FACULTY ATHLETICS REPRESENTATIVE ENGAGEMENT WORKING GROUP
NOVEMBER 9, 2016 TELECONFERENCE

KEY ITEMS

- None.

ACTION ITEMS

- None.

INFORMATIONAL ITEMS

1. Welcome. The NCAA Division III Faculty Athletics Representative (FAR) Engagement Working Group commenced business at 1:00 p.m. Eastern time Wednesday, November 9, 2016.

2. Review of working group objectives. The working group reviewed and confirmed its objectives.

3. Background information on Division III FAR Engagement. Michael Miranda presented research findings from surveys and other sources that highlight the uneven engagement of FARs at the national level, the lack of information related to FAR engagement at the conference level and the nature of the FAR position at the campus-level. Further research efforts to better understand engagement at these three levels were affirmed by the group.

4. Review of potential components of engagement. Eric Hartung led a discussion of potential components of engagement the working group could consider as it compiles and recommends best practices and potential policy. The group recognized the need of measurable components to make a sustainable impact at each of the three levels – national, conference and campus. There was an emphasis on providing effective tools to foster communication across various constituency groups (e.g., students, student-athletes, faculty, staff, faculty governance, administration, conference commissioners, Faculty Athletics Representatives Association). Attention was also given to the nature of the FAR position at the campus-level and how best practices and potential policy could positively impact the effectiveness of the FAR at all three levels.

5. Other Business. There was no other business.

6. Adjournment. The meeting adjourned at 2:00 p.m.
### NCAA Division III Faculty Athletics Representative Engagement Working Group

**November 9, 2016**

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Absentees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brad Banskton, Old Dominion Athletic Conference</td>
<td></td>
</tr>
<tr>
<td>Kurt Beron, University of Texas, Dallas</td>
<td></td>
</tr>
<tr>
<td>Les Canterbury, University of Redlands</td>
<td></td>
</tr>
<tr>
<td>Ellen Faszewski, Wheelock College</td>
<td></td>
</tr>
<tr>
<td>Dan Fisher, Landmark Conference</td>
<td></td>
</tr>
<tr>
<td>Nancy Hubbard, Goucher College</td>
<td></td>
</tr>
<tr>
<td>Scott Kilgallon, Webster College</td>
<td></td>
</tr>
<tr>
<td>Dennis Leighton, University of New England</td>
<td></td>
</tr>
<tr>
<td>Rosamaria Riccobono, Eastern Connecticut State University</td>
<td></td>
</tr>
<tr>
<td>Cheryl Stuntz, St. Lawrence University</td>
<td></td>
</tr>
<tr>
<td>Karen Tompson-Wolfe, Westminster College (MO)</td>
<td></td>
</tr>
<tr>
<td>Michelle Walsh, Vassar College</td>
<td></td>
</tr>
<tr>
<td><strong>NCAA Staff Members in Attendance</strong></td>
<td></td>
</tr>
<tr>
<td>Michael Miranda, Research</td>
<td></td>
</tr>
</tbody>
</table>
KEY ITEMS

- None.

ACTION ITEMS

- None.

INFORMATIONAL ITEMS

1. **Welcome.** The NCAA Division III Faculty Athletics Representative (FAR) Engagement Working Group commenced business at 2:30 p.m. Eastern time Monday, December 12, 2016.

2. **Acceptance of November 9, 2016 Report.** The working group reviewed and accepted the report from the November 9, 2016, meeting.

3. **Review of potential components of engagement.** Staff led a discussion of further refinement of potential components of engagement for the working group to consider as it compiles and recommends best practices and potential policy. The group reviewed the list of campus level, conference level and national level components compiled from the November 9, 2016 teleconference and added items in each category. Particular focus was given to the potential components at the conference level.

4. **Identification of knowledge gaps.** The discussion of potential components of engagement led into the identification of knowledge gaps and how the working group would proceed. Engagement at the conference level is an area the working group is very interested in exploring through data collection and analysis. The group is also interested in learning more about institutions where two individuals are appointed FAR and effective professional development opportunities at the campus and conference levels. The group is open to considering the use of multiple data collection modes in the coming year, including survey, focus groups and telephone interviews.

5. **Next steps.** The group determined that a February teleconference was preferable. Members were asked to email Eric Hartung if they were interested in serving as chair of the working group. A chair will be appointed prior to the next teleconference. Additionally, the group endorsed the use of subcommittees as work progresses in the coming year.

6. **Adjournment.** The meeting adjourned at 3:30 p.m.
**Staff Liaison: Eric Hartung, Research**

<table>
<thead>
<tr>
<th>Attendees</th>
<th>Absentees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kurt Beron, University of Texas, Dallas</td>
<td>Brad Banskton, Old Dominion Athletic Conference</td>
</tr>
<tr>
<td>Les Canterbury, University of Redlands</td>
<td>Rosamaria Riccobono, Eastern Connecticut State University</td>
</tr>
<tr>
<td>Ellen Faszewski, Wheelock College</td>
<td>Karen Tompson-Wolfe, Westminster College (MO)</td>
</tr>
<tr>
<td>Dan Fisher, Landmark Conference</td>
<td></td>
</tr>
<tr>
<td>Nancy Hubbard, Goucher College</td>
<td></td>
</tr>
<tr>
<td>Scott Kilgallon, Webster College</td>
<td></td>
</tr>
<tr>
<td>Dennis Leighton, University of New England</td>
<td></td>
</tr>
<tr>
<td>Cheryl Stuntz, St. Lawrence University</td>
<td></td>
</tr>
<tr>
<td>Michelle Walsh, Vassar College</td>
<td></td>
</tr>
<tr>
<td><strong>NCAA Staff Members in Attendance</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Louise McCleary, Division III Governance</strong></td>
<td></td>
</tr>
</tbody>
</table>
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome. The NCAA Division III Technology Users Group commenced business at 10 a.m. Eastern time Thursday, November 3, 2016. The chair, Angela Mason, welcomed the group and completed the roll call. The chair requested that if any current users group members needed to resign their position due to other time commitments, they should email staff directly. The members also will send suggestions to staff to fill the immediate vacancy.

2. Report of June 2016 teleconference. The users group reviewed the report and noted no changes.

3. Technology users group feedback. The chair led a discussion related to Division III technology concerns or suggestions beyond the feedback submitted in August. There was no additional feedback.

4. Updates and actions since June. At the request of the chair, staff provided updates on the following areas:
   a. Single Source Sign-On (SSSO). Staff provided updates on four specific areas. Division III committee members now can access the committee zone via SSSO. However, they still must input a second password to gain access. The NCAA information technology staff anticipates eliminating the need for a second password by summer 2017. Staff still anticipates the Champs Portal to be embedded in SSSO by summer 2017. The NCAA travel portal (TES) is currently available on SSSO. Staff will work on a plan to educate the membership. Staff asked the group to test the functionality and to report any issues. The Institutional Performance Program (IPP) launched in early October and is available via SSSO. This data management system consolidates data currently being submitted by Division III institutions into a user friendly format with reporting functionality, provides better visibility into comparative institutional data, facilitates better informed decisions and strategic planning on campus and provides a secure platform for private peer institution comparisons. The IPP provides data analysis in four areas: academics, students, leadership and financial.
   b. Program Hub. The Program Hub liaison is developing an educational resource that will be available in January 2017. The resource will be an educational how-to that teaches users how to use it.
   c. Eligibility Center student ID and registration update. Staff noted that the new Eligibility Center (EC) registration process launched November 1. In the first three days, more than 1,000 prospective student-athletes (PSAs) registered on the new site. A new account type, a free profile page, has been added to the site, labeled for individuals who are interested in Division III or who are undecided. The profile page solicits limited demographic information including email address, high school and sport interest. With the creation of a
profile page, registrants receive an NCAA ID and regular updates and communications from the EC. Since NCAA IDs are required to use several of the free NCAA technologies (e.g., waiver and reinstatement requests; online compliance forms), this new registration process may be very valuable for Division III compliance officers.

The group provided the following feedback to staff related to the promotion the site. (In priority order.)

1. **Educate PSAs.** The EC staff will promote the new site to coaches’ associations, high school guidance counselors and club athletics programs (nonscholastic).

2. **Educate Division III compliance directors, athletics directors and commissioners.** Create two one-page resources. The first will detail the benefits of having PSAs register and the second will detail the steps for a PSA to register on the site.

3. **Educate coaches.** Provide the same resources given to compliance directors, athletics directors and commissioners.

4. **Staff will provide optional education sessions at the 2017 Regional Rules Seminars, as well as several webinars in June.**

**d. LSDBi training video.** Staff reported that there is a training video to help users better understand and use the new LSDBi. Members of the group noted that as pre-change LSDBi users, they have transitioned well to the new system. For easier use, the group asked staff to edit the video and divide it into shorter subsections that clearly identify subject matter contained within each section. If the video can’t be edited, another option is creating a tabbed PDF.

**e. Championships forms update.** The group asked staff if there is any way to pre-populate the championships forms. Staff differentiated the two automatic qualification (AQ) forms:

1. The first AQ form is submitted annually on February 1. The user can pre-populate several questions from the previous year’s form. Staff is working on a system to leverage information submitted annually via the Demographic and Sports Sponsorship Form. However, change is still two years away.

2. The second AQ form is completed after each conference championship. The form confirms the conference champion. Staff noted it consists of three questions answered with a drop-down menu. It is also mobile friendly.

The users group noted that the commissioners’ concern is with the first form. However, more specific information is needed for staff to appropriately address the issue. Staff also is willing to provide more information to the commissioners.

**f. RSRO training.** Staff informed the committee that the RSRO training source is a walk-through video that includes both static and screencast information. The video will be available by December. The group suggested the video be distributed via the Monthly Update and direct emailed to compliance directors and athletics directors. Staff asked whether it is appropriate to mandate completion of the video as a requirement tied to attendance at the Regional Rules Seminar. Group members agreed with making it a requirement. However, the group noted that there should be adequate time to watch the video.
5. **Next steps.** Staff will work on the following:
   
a. A plan to promote and market the EC’s new registration.

   b. Research if the existing LSDBi video can be divided into shorter segments or made into a PDF with tabs;

   c. Distribute the newly created RSRO user video;

   d. Research the viability of creating a resource detailing a compliance director’s responsibility to educate the campus generally, not just athletics. Institutions face a lack of understanding on campus of how athletics works in tandem with other offices or events, particularly considering increased responsibility in entry-level positions; and

   e. Continue to add existing systems to SSSO.

6. **Other business.** There was no other business.

7. **Next call.** Staff will send out a doodle poll for a late February/early March teleconference.

8. **Adjournment.** The call adjourned at 11:05 a.m. Eastern time.

---

**Staff Liaisons:**

- Louise McCleary, Division III Governance
- Kristin DiBiase, Division III Academic and Membership Affairs
- Sarah Otey, Division III Academic and Membership Affairs

---

**Attendees:**

- Keith Cecil, Transylvania University
- Emily Diekelmann-Loux, Massachusetts State Collegiate Athletic Conference
- Angel Mason, Pomona-Pitzer Colleges
- Kelly Scafariello, Salve Regina University
- Rosy Resch, University of Chicago
- Jeff Schaly, Marietta College

**Absentees:**

- None.

**Guests in Attendance:**

- None.

**NCAA Staff Support in Attendance:**

- Kristin DiBiase, Louise McCleary and Sarah Otey.

**Other NCAA Staff Members in Attendance:**

- John Johansson, Mike Massa, Liz Suscha
From: Brad Bankston

Email Address: brad@odaconline.com

Conference Visited: American Southwest Conference

Date: November 15-16

Attendees: ADs, SWAs and FARs

Division III Campus Issues to Report:
The conference was and remains concerned about limiting playing and practice season opportunities. There were no specific campus issues to report.

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives (e.g., composition, diversity)
I provided them an update on the BOG discussions and questions related to D2 and D3 representation. The internal discussions with Division 1 were another topic of dialogue. They are in support of more representation and hopefully they have a better hand on the role of the BOG as this discussion moves forward. We also discussed the possibility of a sub-committee of students to work with the BOG on issues of importance to Student-athletes.

Playing and Practice Season Review:
I believe they are pleased that the group did not move forward with limited contests in the traditional season. We did discuss the challenges with the baseball season in areas unlike Texas (NE/GL – weather related). They understand those challenges and did not seem to favor a split model in the sport of baseball. There were no other topics related to PPS discussed at the meeting.

Division III Initiatives:
They have been focused on the identity promotional items and many of the schools like them but think that the quality of the items could be improved. They would like to see more variety in the items for purchase and less quantities needed to make a specific purchase. They believe there are only so many banners, t-shirts and media backdrops that you can order.

Fair Labor Standards Act (FLSA):
At the time - the election had just concluded and many of the schools were in a holding pattern on the implementation of FLSA. As we know, there was an injunction by the courts which has any implementation on hold. We did not discuss these issues in depth.

2017 NCAA Convention:
They have a good number of attendees planning to make the Nashville trip. I offered to visit with their conference meeting while in Nashville if needed.

We spent a great deal of time on the pieces of legislation on the 2017 presidents agenda including the graduate student proposal. I would say the room was split related to the graduate school proposal. We also spent a good deal of time on the medical coverage proposal. There were a number of coaches/ADs in the room and I explained the relationship between the coach/AD and the athletic training/medical staff. The supervisory role was discussed and we covered the questions in the draft Q&A which was submitted to me prior to attending the meeting. We had a lively discussion on the camps and clinic proposal talking through some of the current rules and how this would/could affect them on their campuses. The rest of the legislation discussion was fairly benign with additional conversation on the exemption legislation. They understood the reasoning behind the proposal and the intent by the governance structure to make things consistent.

Sport Science Institute Updates:
We covered the second football safety summit and discussed some of the impending recommendations on preseason practice and regular season workouts. The group is well aware of Dr. Hainline’s influence within and outside the association, I reminded them the importance of the medical care administrator position in an effort to drive home the need to have one person to focus on these types of communications and recommendations distributed by the SSI.

Other General Comments:
Overall, I believe they were pleased to have me attend in the meeting. I spent a good deal of time on the slides and we covered the hot topics on the legislation.

I think these meetings are very useful but it is essential that enough time is allocated in the agenda to fully collect the data that is needed/desired for us serving in these roles. Some commissioners/conf. staff are open to open discussion. I think some prep with the conference office staff in advance could help promote these visits with topics submitted to the MC member in advance for preparation.
From: Terry Small
Email Address: tsmall@njacsports.com

Conference Visited:
Capital Athletic Conference Inc.

Date: December 5, 2016

Attendees:
ADs & SWAs

Division III Campus Issues to Report:
Meeting was held at Salisbury University in Salisbury, MD.

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives (e.g., composition, diversity)
Seemed to be some interest in this topic. This conference membership supported increased Division III representation on the BOG, but understood the complexity of the situation. Many agreed that it was important that litigation costs continue to come out of the association-wide budget as opposed to the specific Division III budget allocation.

Playing and Practice Season Review:
There was not much talk in regard to this subject, but I sensed support overall for proposal 4 (standardization of exemptions). I did mention the upcoming turnover in terms of the P&P subcommittee composition as well, meaning that some possible fresh ideas might be generated on this topic in the future.

Division III Initiatives:
We spent some time discussing both the Ethnic Minority and Women's Internship Grant and the Strategic Alliance Matching Grant. One administrator stated that his institution received one of the two grants, but was not allowed to accept it because the institution believed that legally an employment position could be not be restricted as required by the terms of the grant. Some questioned the legality of both grants in that regard. Some discussion also took place in regard to the purchasing website. Many expressed frustrations with the high quantities of several promotional items that must be ordered. We also discussed the enhanced championship webcasting efforts and one AD noted his belief that some of the advertising during the webcasts featured ads that were not appropriate to our Divisional values.

Fair Labor Standards Act (FLSA):
There seemed to be a wait-and-see approach from the administrators in terms of the recent injunction. It seemed to me that the administrators in this conference did not believe that this was a coaching issue, since most coaches could be classified as exempt under the teaching provision. Many are interested to see how this issue will play out in the courts following the upcoming presidential transition.
2017 NCAA Convention:
Not a lot of issues here. Some seemed excited about the new Convention format. Most expressed a preference that the voting take place as soon as possible on Saturday morning during the Business Session.

Sport Science Institute Updates:
We spoke about some updates in this area, in particular in relation to the sport of football. I believe many administrators are anxious to see the new football practice guidelines that will be produced by SSI. We spoke briefly about proposal one, and two athletic directors in this conference currently have coaching duties, meaning that their athletic trainers will have to report to someone else if the proposal passes.

Other General Comments:
Overall it was a very productive visit and I was thanked by just about all parties for sharing the information.
From: jsoriero@mit.edu
Sent: Monday, December 12, 2016 1:45 PM
To: Kresge, Debra
Subject: Form submission from: Division III Management Council Conference Visits

From:
Julie Soriero

Email Address:
jsoriero@mit.edu

Conference Visited:
Massachusetts State Collegiate Athletic Conference

Date:
December 7, 2016

Attendees:
AD’s, Assoc. /Assist. AD’s. SWA’s

Division III Campus Issues to Report:
Concern with non-controversial legislation re: "Practice With Pending Subcommittee Fro Legislative Relief Waiver (NO-NC -2017-2); Concern was the potential for there to be a delay on the part of the national office in informing the institution’s completed waiver request and all relevant supporting documents have been received.

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives (e.g., composition, diversity)
No discussion or questions.

Playing and Practice Season Review:
NO discussion or questions.

Division III Initiatives:
As above

Fair Labor Standards Act (FLSA):
As above

2017 NCAA Convention:
As above

Sport Science Institute Updates:
As above

Other General Comments:
No additional comments
From: jsoriero@mit.edu
Sent: Monday, December 12, 2016 1:27 PM
To: Kresge, Debra
Subject: Form submission from: Division III Management Council Conference Visits

From:
Julie Soriero

Email Address:
jsoriero@mit.edu

Conference Visited:
New England Women’s and Men’s Athletic Conference

Date:
December 6, 2016

Attendees:
AD’s, Assoc/Assistant AD’s

Division III Campus Issues to Report:
Nothing was reported or discussed.

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives (e.g., composition, diversity)
As above

Playing and Practice Season Review:
As above

Division III Initiatives:
As above

Fair Labor Standards Act (FLSA):
some conversation quick survey with AD’s as to what each respective campus is doing - but nothing formal and no questions.

2017 NCAA Convention:
As above

Sport Science Institute Updates:
As above

Other General Comments:
In general, this is a group that tends to be well-informed. Even as we reviewed legislation, there was little discussion and no questions.
From: Gail Cummings-Danson

Email Address: gcumming@skidmore.edu

Conference Visited:
North Eastern Athletic Conference

Date:
12-1-16

Attendees:
All Conference Member Athletic Directors, SWA's

Division III Campus Issues to Report:
Nothing at this time

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives (e.g., composition, diversity)

Playing and Practice Season Review:
Asked for clarification on proposal to standardize contest exemptions. Wanted to be sure that their understanding that approval of this legislation may result in fewer contests in some sports.

Division III Initiatives:
Support for continued work on a) diversity and inclusion through working group b) LGBTQ through working group c) ADR Institute d) FAR engage working group.

Only one institution had investigated the IPP and what it can offer No NEAC institutions are using 360 Proof No comments (positive or negative) regarding Identity Initiative and the funding per institution.

Fair Labor Standards Act (FLSA):
Nothing to report

2017 NCAA Convention:
Nothing to report

Sport Science Institute Updates:
Concern about the proposed legislation surrounding the Administrative Structure for Independent Medical Care. Some members asked if they had to make a change in what they were doing if it was already working on their campus.

Other General Comments:
Nothing to report
From:
    Terry Small

Email Address:
    tsmall@njacsports.com

Conference Visited:
    Northern Athletics Collegiate Conference

Date:
    December 1-2, 2016

Attendees:
    CEOs, ADRs, ADs, SWAs & FARs

Division III Campus Issues to Report:
    Meeting was held in Williams Bay, WI

Hot Topics/Initiatives

Board of Governors (BOG) Initiatives (e.g., composition, diversity)
    I explained a little bit about the BOG composition issue. There seemed to be some interest in the potential association-wide vote that could occur as early as the 2018 Convention.

Playing and Practice Season Review:
    We spent a considerable amount of time on this subject. There were multiple individuals in attendance who had baseball coaching duties. In discussing the concept of playing countable baseball contests in the fall semester, I did not sense a great deal of support from the individuals in this conference. Some individuals did mention that there would almost need to be agreements with other conference in place to ensure that programs could secure enough non-conference contests in both the fall and the spring if countable contests were permitted in the fall.

Division III Initiatives:
    We spent a considerable amount of time discussing initiatives such as diversity and inclusion and the identity initiative. Overall, I sensed strong appreciation for the efforts of the Division in both of those regards.

Fair Labor Standards Act (FLSA):
    Overall, all parties seemed anxious to find out how this issue is going to play out in the courts in the future. It appeared to me that most institutions had already made contingency plans to comply with the proposed changes to the law that were to go into effect on December 1. No party stated that they were going to abandon those plans based on the injunction.

2017 NCAA Convention:
    Surprisingly this was the most extensive topic discussed during my meeting with the CEOs. One president in particular expressed frustration with both the cost of attendance at the NCAA Convention and the many receptions which feature alcohol service. The CEO stated that many of our convention activities and receptions directly conflict with our values as both a division and an association. Several other CEOs expressed concerns in terms of
the costs associated with the Convention. Some suggested that the association move to either to a bi-annual convention or that an on-line voting option be permitted in select years.

Sport Science Institute Updates:
There was not considerable interest in this topic. We did have some discussion in relation to proposal one, and this conference features several athletic directors with coaching responsibilities, meaning that the reporting line of their athletic trainer would need to be changed if proposal one is passed.

Other General Comments:
Overall I thought it was a good opportunity to share information and gather feedback. Many individuals thanked me for the two presentations (one to the CEOs in the morning, and a second to the ADRS, ADs, FARs, and SWAs in the afternoon).
REPORT OF THE
NCAA BOARD OF GOVERNORS
OCTOBER 26, 2016
MEETING

KEY ITEMS.

- None.

ACTION ITEMS.

- **NCAA championships pilot on serving alcoholic beverages.** The Board of Governors approved the addition of three NCAA championships to the pilot program on serving alcoholic beverages and referred the issue to the Division I Board of Directors, and Divisions II and III Presidents Councils for action to issue a waiver or to pursue other appropriate legislative measures to ensure the pilot program is effectuated consistent with the divisions’ legislative requirements.

INFORMATIONAL ITEMS.

1. **Welcome and announcements.** NCAA Board of Governors Chair Bud Peterson convened the meeting at approximately 2 p.m. NCAA staff confirmed that a quorum was present. Peterson welcomed the Governors and gave a special welcome to new members Eli Caputo of the University of Kentucky, Steven Leath of Iowa State University and Eric Kaler of the University of Minnesota, Twin Cities, who were attending their first in-person meeting.

2. **Matters approved by way of the consent agenda.** The Board of Governors reviewed the reports of its August 3 meeting and September 12 teleconference. The Governors also received an update on sports wagering issues and the potential impact on the Association’s championships hosting policies.

   It was VOTED.

   "To approve the consent agenda." (Unanimous vote)

3. **NCAA president’s report.** President Mark Emmert provided a summary of his views of key issues facing the Association, including the involvement of the NCAA in social issues and issues related to amateurism.

4. **Insurance coverage and Indemnification Policy.**

   a. **Insurance coverage.** NCAA Chief Financial Officer Kathleen McNeely provided a report of the NCAA Business Insurance Portfolio, which includes an executive and professional liability insurance program, a property and casualty insurance program, and directors and officers liability coverage policies. McNeely summarized the coverages provided by each of the programs/policies.
b. **Indemnification Policy.** NCAA Vice President and General Counsel Scott Bearby presented the Governors with a proposed amendment to the Defense and Indemnification Policy that specifies that any future change in any applicable law, statute or rule that expands the power to indemnify an Authorized Representative would not affect the Association’s obligation under the Agreement.

It was VOTED.

“That the Board of Governors approve the amended policy.” (Unanimous vote.)

5. **Board of Governors use of technology and Open Records Laws.** Scott Bearby reviewed with the Governors the recommended process for obtaining meeting materials and other confidential communications to carry out NCAA business.

6. **NCAA International member pilot program.** NCAA Vice President of Division II Terri Steeb Gronau provided a report on the International Pilot Program for NCAA membership and explained that the status of the program will need to be determined next year. Steeb Gronau noted that the Association continues to examine the possibility of expanding NCAA membership to include international universities and colleges. Currently, Simon Fraser University located in British Columbia, Canada, is the only NCAA member (Division II) from outside of the United States. Steeb Gronau summarized the progress of the pilot program from its inception in 2007 until now, including the rationale for the pilot, key components of the program and an assessment.

7. **Amateurism and Olympic award policies.** NCAA Vice President of Academic and Membership Affairs Dave Schnase provided an informational report to the Governors on NCAA legislation in the three divisions as it relates to various amateurism issues. The Governors raised the question of whether there should be a larger philosophical discussion on amateurism generally and what that would look like in the context of intercollegiate athletics. Based upon a privileged discussion led by Donald Remy, Chair Peterson agreed that the Board of Governors Executive Committee conduct a preliminary discussion of the issue in the context of ongoing threat and litigation, and return to the full group with a plan for moving forward.

8. **Championships and alliances update.**

   a. **NCAA championships pilot on serving alcoholic beverages.** During its January 2016 meeting, the Board of Governors approved the creation of a pilot program to monitor the legal sale or provision of beer and wine at the Division I men’s and women’s College World Series. The Division I Board of Directors followed by issuing a waiver to ensure that the pilot program could be effectuated consistent with the division’s legislative requirements. NCAA Interim Executive Vice President of Championships and Alliances Joni Comstock presented the Governors with data gathered through feedback from participants and attendees at both championships. The data gathered was positive and indicated that the pilot was successful. The staff recommended the Governors approve continuing the program for beer and wine sales for the following championships through the 2016-17 academic year:
(1) College World Series.

(2) Women’s College World Series.

(3) Division I FCS Football Championship.

(4) Division I, II and III Men’s Lacrosse Championships.

(5) Division I Women’s Lacrosse Championship.

In addition, that the recommendation be forwarded to the Division I Board of Directors and the Divisions II and III Presidents Councils to issue a waiver or to pursue other appropriate legislative measures to ensure the pilot program is effectuated consistent with the divisions’ legislative requirements.

It was VOTED.

“That the Governors approve the recommendation to expand the pilot program by adding three championships and to refer the issue to the three divisional presidential bodies for action.” (For 14, Against 1, Abstain 0)

b. Championship hosting update. Comstock informed the Governors of the new locations for the championships that were moved out of the state of North Carolina based on the group’s September action to prohibit the hosting of NCAA sponsored championships at predetermined sites in the state of North Carolina.

9. **Law, policy and governance strategic discussion.**

a. Legal report and settlement discussion. NCAA Executive Vice President Donald Remy provided a privileged and confidential briefing and facilitated dialogue on current litigation.

b. Government relations. Remy noted that the Governors received an informational written report on government relations and that no action was necessary.

c. Sport Science Institute. NCAA Director of Sport Science Institute John Parsons provided an update on the strategic priorities of the Sport Science Institute: cardiac health; concussion; doping and substance abuse; mental health; nutrition, sleep and performance; overuse injuries and periodization; sexual assault and interpersonal violence; athletics health care administration, and data-driven decisions.

10. **Regulatory affairs update.** NCAA Executive Vice President of Regulatory Affairs Oliver Luck reminded the Governors that new initial-eligibility standards for Division I became effective August 1, 2016, and reported that concerns about any disparate impact regarding student-athletes’ eligibility to compete appear to be negligible at this point in time. With regard to enforcement,
Luck noted that recruiting violations and academic fraud are two areas in which many of the recent infractions issues reside. Luck also referenced the first-, second- and third-level priorities of the regulatory departments at the NCAA national office and the progress to date on those priorities.

11. NCAA Board of Governors Finance and Audit Committee report.

a. Year-End financial update. Finance and Audit Committee chair, Chancellor Philip DiStefano reported that the NCAA is near the end of the FY16 financial audit, which is being conducted by Deloitte. DiStefano noted that at this point, there are no issues that would lead to anything but an unqualified opinion. The final financial statements will be provided to the Board of Governors in January.

b. NCAA Operating Reserve and Investment Policy. Kathleen McNeely reviewed the renamed and revised NCAA Operating Reserve and Investment Policy that was approved by the Board of Governors Finance and Audit Committee Investment Subcommittee in August 2016. The revisions included the elimination of the quasi endowment fund and an increase in the minimum requirement for operating reserves from four to six months of budgeted operating expenses.

   It was VOTED

   “That the Board of Governors approve the NCAA Operating and Reserve Investment Policy as revised.” (Unanimous vote.)

c. NCAA Division I values-based revenue distribution working group update. Chancellor DiStefano presented the final report of the Division I Values-Based Revenue Distribution Working Group, which included the following five recommendations:

   (1) Amend the revenue distribution principles to more specifically incorporate the division’s core values, including academic achievement, athletics excellence, diversity and inclusion, fairness and integrity, student-athlete support and broad-based opportunities, and health and safety.

   (2) Simplify the way the distributions are administered to increase efficiencies and benefit member institutions and conferences without changing the actual distribution calculations.

   (3) Make no change to the men’s basketball distribution calculation, but brand the 32 automatic qualification unit portion to acknowledge that these are equally distributed revenues that provide financial resources for all Division I member institutions rather than funds earned through men’s basketball tournament victories.

   (4) Create a new “academic unit,” or academics-based distribution, beginning in 2019-20 using a portion of the annual growth in future years of the NCAA’s media rights agreement.
(5) Develop a communications plan to help the membership, media and public better understand how Division I revenue distribution aligns with the NCAA core values.

It was VOTED

“That the Board of Governors approve the five recommendations presented by the Division I Values-Based Revenue Distribution Working Group, contingent upon consistent action by the Division I Board of Directors at its October meeting.”
(Unanimous vote)

12. Board of Governors Executive Committee report. President Peterson noted that the Executive Committee met earlier in the day and discussed a variety of topics, including how and when the Association will engage in broad societal issues that have an Association-wide impact. Peterson noted that the Board of Governors has been given clear authority from the membership to act in this space and to provide policy regarding the conduct of championships. The Executive Committee recommended that the Governors instruct staff to develop policies and protocols for action and report back to the Executive Committee for review.

13. Board of Governors ad hoc committee reports.

a. Board of Governors Commission to Combat Campus Sexual Violence. Lieutenant General Robert Caslen and NCAA chief of Staff Cari Van Senus provided an update on the commission’s October 25, 2016, meeting. Lieutenant General Caslen informed the Governors of the five primary areas in which the commission will examine the issue of campus sexual violence:

(1) Within the context of the overall campus community, define the role of the athletics department, conference and national Association in comprehensive sexual violence prevention education and advocating for victims and survivors.

(2) Advance the discussion on how portions of the 2014 Executive Committee resolution could be considered for NCAA legislation in furtherance of the Board of Governors August vote to request that each of the division consider passage of consistent legislation that place in to NCAA bylaws expectations from the resolution.

(3) Evaluate existing NCAA resources and come to consensus on the educational path forward, including ways to achieve aspirational behavior and cultural change and building on current institutional, community and national resources and tool kits.

(4) Identify a common language that may be used across the membership and higher education on sexual violence.

(5) Explore the larger questions around institutional and individual accountability (for example, eligibility for intercollegiate participation, following established policies and procedures).
b. **Ad Hoc Committee to Promote Cultural Diversity and Equity.** NCAA Chief Inclusion Officer Bernard Franklin updated the Governors on the status of the signing of the Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics. Franklin also requested that the Governors approve the recommendation of the ad hoc committee to create a standing committee to carry on the charge of the ad hoc committee, citing the importance of the work and the need for proactive and high-level leadership related to these matters.

   It was VOTED.

   “That the recommendation to create a standing committee be approved.” (Unanimous vote.)

c. **Ad Hoc Committee on Board of Governors Structure and Composition.** President Peterson reminded the Governors that during its last meeting, each of the three divisions was charged with examining the responsibilities of the Board of Governors in concert with issues of composition and report back to the Board of Governors Ad Hoc Committee on Composition. Peterson noted that each division has been dutifully engaged in that process and the Ad Hoc Committee will be meeting soon to discuss input from the three divisions.

14. **Executive session.** The Governors concluded its meeting in executive session to discuss various administrative matters.

15. **Adjournment.** The meeting was adjourned at approximately 6 p.m.

16. **Future meeting dates.**


   c. August 8, 2017, NCAA national office.

   d. October 24, 2017, University of California, Los Angeles, Los Angeles, California.
Board of Governors chair: Bud Peterson, president of Georgia Institute of Technology.  
Staff liaisons: Donald M. Remy, law, policy and governance.

<table>
<thead>
<tr>
<th>Attendees- Board of Governors Only</th>
<th>Absentees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eli Capilouto, University of Kentucky</td>
<td>Baker Pattillo, Stephen F. Austin State University</td>
</tr>
<tr>
<td>LTG. Robert Caslen, Jr., United States Military Academy</td>
<td></td>
</tr>
<tr>
<td>Alan Cureton, University of Northwestern</td>
<td></td>
</tr>
<tr>
<td>Philip DiStefano, University of Colorado, Boulder</td>
<td></td>
</tr>
<tr>
<td>Mark Emmert, NCAA</td>
<td></td>
</tr>
<tr>
<td>Dianne Harrison, California State University, Northridge</td>
<td></td>
</tr>
<tr>
<td>John Hitt, University of Central Florida</td>
<td></td>
</tr>
<tr>
<td>Glendell Jones, Jr., Henderson State University</td>
<td></td>
</tr>
<tr>
<td>Eric Kaler, University of Minnesota, Twin Cities</td>
<td></td>
</tr>
<tr>
<td>Steven Leath, Iowa State University</td>
<td></td>
</tr>
<tr>
<td>L. Jay Lemons, Susquehanna University</td>
<td></td>
</tr>
<tr>
<td>Roderick McDavis, Ohio University</td>
<td></td>
</tr>
<tr>
<td>Jacqie McWilliams, Central Intercollegiate Athletic Association</td>
<td></td>
</tr>
<tr>
<td>Bud Peterson, Georgia Institute of Technology</td>
<td></td>
</tr>
<tr>
<td>Jim Phillips, Northwestern University</td>
<td></td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York, Oneonta</td>
<td></td>
</tr>
<tr>
<td>Joseph Savoie, University of Louisiana, Lafayette</td>
<td></td>
</tr>
<tr>
<td>Steve Scott, Pittsburg State University</td>
<td></td>
</tr>
<tr>
<td>Samuel Stanley, Stony Brook University</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Participants</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Scott Bearby, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Greg Boylan, United States Military Academy</td>
<td></td>
</tr>
<tr>
<td>Jacqueline Campbell, George Mason University</td>
<td></td>
</tr>
<tr>
<td>Dan Dutcher, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Kimberly Fort, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Bernard Franklin, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Terri Steeb Gronau, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Brian Hendrickson, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Terry &quot;Neal&quot; Hilderbrand, U.S. Military Academy</td>
<td></td>
</tr>
<tr>
<td>Kevin Lennon, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Oliver Luck, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Kathleen McNeely, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Donald M. Remy, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Cari Van Senus, NCAA staff</td>
<td></td>
</tr>
<tr>
<td>Dave Schnase, NCAA staff</td>
<td></td>
</tr>
</tbody>
</table>
INFORMATIONAL ITEMS:

1. Welcome. The Commission to Combat Campus Sexual Violence (commission) teleconference began with a welcome and a preview of the agenda.

2. Approval of October 25 Report. The commission reviewed the report from its October 25, 2016 meeting. The report was approved, with the following modifications:

   a. The addition of the charge, which reads as follows:

   To build on the work of the 2012 Think Tank and the Task Force on Sexual Assault, the charge was developed for the NCAA Board of Governor’s Commission to Combat Sexual Violence to examine issues and propose solutions related to what athletics departments, conferences and the national Association could do to address campus sexual violence to achieve positive cultural change.

   There are five primary areas in which the commission will examine this issue:

   (1) Within the context of the overall campus community, define the role of the athletics department, conference and national Association in advocating for victims/survivors in addition to the prevention, education and resolution of sexual violence allegations reflecting the 2014 Executive Committee’s resolution.

   (2) Advance the discussion on how portions of the resolution could be considered for adoption into binding NCAA legislation. At its August 2016 meeting, the NCAA Board of Governors voted “To request that each of the divisions consider passage of consistent legislation that would place into NCAA by-laws expectations from the 2014 Executive Committee resolution.”

   (3) Evaluate existing NCAA resources and come to consensus on the educational path forward, including aspirational behaviors and cultural change, building on current institutional, community and national resources and tool kits to assist campuses, athletics department staff, coaches and student-athletes with aspects of sexual violence from prevention to resolution.

   (4) Identify a common language that may be used across the membership and higher education on sexual violence.
(5) Explore the larger questions around institutional and individual accountability (e.g., eligibility for intercollegiate participation, following established policies and procedures).

b. The commission altered language to a consensus priority area within the department of athletics. The item will now read, “Integrate development of department procedures, policies and/or education consistent with and supportive of policy and federal law for staff and student-athletes.”

3. **Strategy development to combat campus sexual violence.** The commission engaged in a discussion of various vehicles to promote cultural change in combating campus sexual violence, which included a review of a working model. In addition, the commission will continue identifying values that influence the desired culture. Future discussions will include the following:

a. Addressing gender-based identity, masculinity, alcohol and other drugs and how to address the needs of the victim/survivor.

b. Management of interactions between an accused perpetuator and victim/survivor within an athletics department. This is especially prevalent at institutions where teams train together.

c. Institutional procedures regarding the timeframe from when a student-athlete is accused, but not yet convicted. Specifically, the role the athletics department plays in a thorough and unhindered institutional investigation. The commission suggested expanding the 2016 Sexual Violence Prevention: An Athletics Tool Kit for Healthy and Safe Culture to include examples and models of institutional processes for when a sexual misconduct report or investigation is ongoing, processes for assisting student-athlete victims/survivors and how campuses are implementing best practices to positively effect culture.

d. The commission suggested revisions to the 2014 Addressing Sexual Assault and Interpersonal Violence: Athletics’ Role in Support of Healthy and Safe Campuses resource to make it more user-friendly, develop education modules and socialize best practices.

e. The commission recommended exploring the role of the FAR, or similar position that is independent from athletics, which can serve as a liaison between athletics and the Title IX coordinator. This role is separate from, but parallel to, the role of the director of medical services/athletics health care administrator, whose primary purpose is to assure that all athletics personnel are following interassociation recommendations and legislation that pertain to health and safety.

4. **Defining the Desired Culture.** The commission had an initial discussion about what the desired culture might look like and what components make up that culture. Commission members identified several key points, including the importance of reaching students when they first step on campus and the role the athletics department has in setting standards and
expectations. During the meeting, the commission proposed the desired end state as a positive and thriving athletic team culture that revolves around respect and empathy for all, fostering a climate in which all feel that they are respected, valued, and contributing members of their teams, athletic programs, and institutions; and creating an environment in which students (athletes and non-athletes alike) feel safe and secure, both emotionally and physically, and are free of fears of retaliation or reprisal. The positive culture exuded by the universities’ NCAA teams is the catalyst for a positive culture across the entire campus.

Also, the commission emphasized the role of coaches, the developmental vulnerability of student-athletes and the importance of humanizing and personalizing the topic so student-athletes understand the gravity of the topic. The commission discussed using the influence athletics has on campuses to serve as agents of change.

The commission reviewed the West Point cultural vision model, which encourages the breakdown of silo walls. Following discussion, the commission recommended providing the model to the Sexual Assault Prevention Task Force, which might modify the model for broader application.

5. **Divisional Review of the NCAA Board of Governors’ Resolution.** This item was tabled until the next meeting in late January or early February 2017 to allow the NCAA Board of Governors to meet at the NCAA Convention. The commission will meet following Convention and a report of that meeting will be shared with the commission. Additionally, in April 2017, both the commission teleconference and the three divisional presidential meetings will occur.

6. **Commission’s Subcommittee on Language.** The subcommittee on language will meet on January 5, 2017, in Indianapolis. The group will begin the development of a commonality of language, using the glossary found in the Sexual Violence Prevention Tool Kit. The report from the subcommittee will be shared with the full commission after the meeting.

7. **Future meetings.** Future meetings will alternate between in person and teleconference through October 2017.

*Commission Chairs:  LTG Robert L. Caslen Jr., United States Military Academy, Patriot League  Carol Quillen, Davidson College, Atlantic 10 Conference*

*Staff Liaisons:  Brian Hainline, NCAA  Cari Van Senus, NCAA*
<table>
<thead>
<tr>
<th>Attendees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Teresa Amott, Knox College; Midwest Conference.</td>
</tr>
<tr>
<td>Cindy Aron, Clinical Licensed Social Worker.</td>
</tr>
<tr>
<td>Ashley Beaton, University of Illinois at Springfield; Great Lakes Valley Conference.</td>
</tr>
<tr>
<td>Joe Castiglione, University of Oklahoma; Big 12 Conference.</td>
</tr>
<tr>
<td>LaGwyn Durden, The University of Texas at Austin; Big 12 Conference.</td>
</tr>
<tr>
<td>Gary Gray, University of Alaska Fairbanks; Great Northwest Athletic Conference.</td>
</tr>
<tr>
<td>Dianne Harrison, California State University, Northridge; Big West Conference.</td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph’s College (Long Island); Skyline Conference.</td>
</tr>
<tr>
<td>Janet Judge, Sports Law Associates, LLC.</td>
</tr>
<tr>
<td>Connie Kirkland, Northern Virginia Community College.</td>
</tr>
<tr>
<td>Cody McDavis, University of California, Los Angeles; Pac-12 Conference.</td>
</tr>
<tr>
<td>Don McPherson, Activist/Educator.</td>
</tr>
<tr>
<td>Cindy Miller Aron, National Alliance of Social Workers in Sports.</td>
</tr>
<tr>
<td>Steve Perez, California State University, Sacramento; Big Sky Conference.</td>
</tr>
<tr>
<td>David Shaw, Stanford University; Pac-12 Conference.</td>
</tr>
<tr>
<td>Dawn Staley, University of South Carolina, Columbia; Southeastern Conference.</td>
</tr>
<tr>
<td>Eileen Sullivan, Grand Valley State University; Great Lakes Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Andrea Williams, Big Sky Conference.</td>
</tr>
<tr>
<td>George C. Wright, Prairie View A&amp;M University; Southwestern Athletic Conference.</td>
</tr>
<tr>
<td>Absentees:</td>
</tr>
<tr>
<td>Michael Drake, The Ohio State University; Big Ten Conference.</td>
</tr>
<tr>
<td>Sandra Jordan, University of South Carolina Aiken; Peach Belt Conference.</td>
</tr>
<tr>
<td>Deborah Wilson, Psychologist.</td>
</tr>
<tr>
<td>Alaina Woo, Pomona-Pitzer Colleges; Southern California Intercollegiate Athletic Conference.</td>
</tr>
<tr>
<td>Guests in Attendance:</td>
</tr>
<tr>
<td>Angie Osborn.</td>
</tr>
<tr>
<td>NCAA Staff Support in Attendance:</td>
</tr>
<tr>
<td>Jackie Campbell, Amanda Conklin, Faith English, Kimberly Fort, Jennifer Fraser, Cassie Langdon, Amy Wimmer Schwarb, Naima Stevenson, Mary Wilfert, Amy Wilson.</td>
</tr>
<tr>
<td>Other NCAA Staff Members in Attendance:</td>
</tr>
<tr>
<td>None.</td>
</tr>
</tbody>
</table>
CARDIAC HEALTH

Goal: Improve the cardiovascular health of NCAA student-athletes and the quality of cardiovascular care delivered to them.

Objective 1: Increase the number of member schools that include an integrated cardiovascular screen in their pre-participation examination.

Objective 2: Increase the number of student athletes whose cardiac screening includes a resting 12-lead ECG interpreted by a cardiologist/sports medicine physician with expertise in cardiac screening.

Objective 3: Increase the number of member schools that have access to specialized and tertiary sport cardiology experts so that student athletes have access to an NCAA-identified cardiac regional referral center.

Objective 4: Increase access to CPR and AED at all high-risk athletic venues.
CONCUSSION

**Goal:** To advance the science of concussion, improve the culture of concussion safety and to decrease student-athlete exposure and vulnerability to avoidable, repetitive head impact.

**RESEARCH OBJECTIVES**

**Objective 1:** Increase the length and expand the scope of the NCAA-DoD Concussion Assessment, Research and Education (CARE) Consortium study.

**CULTURAL OBJECTIVES**

**Objective 1:** Increase the percentage of student-athletes who are willing to disclose a suspected concussion.

**Objective 2:** Decrease the number of targeting fouls in the sport of football.

**CONCussion MANAGEMENT AND Diagnosis OBJECTIVES**

**Objective 1:** Increase the number of member schools that participate in a concussion diagnosis and management process consistent with the inter-association consensus statements on concussion diagnosis and management.

**Objective 2:** Increase the number of schools that provide a one-time pre-participation baseline exam and have a formalized return to learn plan.
DOPING AND SUBSTANCE ABUSE

**Goal:** To reduce (or eliminate) student-athlete performance enhancing drug use and student-athlete misuse of alcohol and other recreational drugs.

**Objective 1:** Increase the number of member schools that have implemented comprehensive performance enhancing drug and alcohol/recreational drug use policies.

**Objective 2:** Increase the number of member schools that have implemented evidence-based educational programming for performance enhancing drug and recreational drug use.

**Objective 3:** Improve the efficacy of a deterrence model for performance enhancing drugs.

**Objective 4:** Increase the number of member schools that have implemented a screening and early intervention plan to identify and assist student-athletes with high risk of performance enhancing drug use and alcohol/recreational drug abuse.
MENTAL HEALTH

**Goal:** To improve access to quality mental healthcare and the acceptance of mental healthcare seeking for collegiate student-athletes.

**ACCESSIBILITY OBJECTIVES**

**Objective 1:** Increase the number of member schools that provide mental health services for student-athletes by a licensed mental healthcare provider.

**Objective 2:** Increase the number of member schools that have a documented mental health emergency action management plan and protocols for referring a student-athlete with mental health concerns to a qualified mental health practitioner.

**ACCEPTABILITY OBJECTIVES**

**Objective 1:** Increase the number of student-athletes who feel their athletics department support an environment of mental wellness.

**Objective 2:** Increase the number of student-athletes who feel they have tools to promote their own mental wellness and resiliency.

**Objective 3:** Increase the number of coaches/FARs who believe they have the tools to create a positive team culture that promotes personal growth, self-acceptance, autonomy, and positive relations with others.

**KNOWLEDGE OBJECTIVES**

**Objective 1:** Identify at least 1 mental health issue that affects student-athletes for which we have a knowledge gap.
Election & Congressional Overview

On November 8, 2016, voters elected Donald Trump over Secretary Hillary Clinton and other candidates to become the 45th President-elect of the United States. Beginning January 20, 2017, the new Administration will be working with a Republican-controlled Congress as the party maintained a majority in the House of Representatives and the Senate. The issues that the new Administration will likely address are infrastructure investment, immigration reform, trade, tax reform, health care reform, and the Supreme Court appointment. Prior to taking office, the President-elect is working to form his Cabinet. With the selection and vetting process under way, several notable selections have been made including, Ms. Betsy DeVos for Secretary of Education, Sen. Jeff Sessions (R-AL) for U.S. Attorney General, Mr. Steve Mnuchin for Secretary of the Treasury, Gen. James Mattis for Secretary of Defense, and Gen. John Kelly for Secretary of Homeland Security.

All 435 House seats were up for consideration in the election. Republicans only lost six seats and will hold a 241-194 majority during the first session of the 115th Congress. In the Senate, Republicans will have a 52-48 majority. Although a Republican-controlled Senate will make a conservative agenda easier to facilitate, tough challenges by Senate Democrats are likely as Republicans will lack the 60-seat supermajority needed to prevent a filibuster.

Election results, retirements, and committee term limits will impact changes to leadership on key committees in the House. The Energy and Commerce Committee will now be chaired by Rep. Greg Walden (R-OR). Additionally, Rep. Virginia Foxx (R-NC) will be the new chairwoman of the Education and the Workforce Committee (the sitting chairman, Rep. John Kline (R-MN), will be retiring at the end of the year). In the Senate, Sen. Lamar Alexander (R-TN) is expected to remain the chairman of the Health, Education, Labor, and Pensions Committee, while Sen. John Thune (R-SD) will likely remain in control of the gavel in the Commerce, Science, and Transportation Committee.

With the 2016 elections dictating most of the activity in Washington, congressional action has been at a minimum. Following the annual August recess, Congress was in session for most of September before recessing for all of October and most of November. After agreeing to a continuing resolution to fund the government through April 28, 2017, the 114th Congress adjourned on December 9, 2016.

Federal Issues

Fair Labor Standards Act

In May 2016, the Department of Labor (DOL) issued a final rule to modernize the nation’s overtime regulations. The final rule increased the salary threshold for overtime eligibility from $23,660 ($455/week) to $47,476 ($913/week) and required that it be automatically updated every three years. The final rule did not make any changes to the duties test and was scheduled to become effective on December 1, 2016.

In late November 2016, the U.S. District Court for the Eastern District of Texas issued a preliminary injunction postponing the effective date of December 1 for the DOL’s overtime rule. In addition to uncertainty from ongoing litigation, the FLSA overtime rule also faces a questionable future with the
incoming Administration and the Republican controlled 115th Congress. Reports suggest that next year, Congress is likely to vote to nullify several recently completed regulations. Under the Congressional Review Act, any regulation finalized in the last 60 days of a legislative session can be revisited in the next session. When the House adjourned on December 8, 2016, it was within 60 legislative days since the overtime rule was published in the May 23 Federal Register, and Congress preserved a right to review the overtime rule next year. The NCAA will continue to monitor future developments in this area and will share up to date information with membership.

Sports Betting

In late October 2016, Rep. Frank Pallone Jr. (D-NJ), Ranking Member of the House Energy and Commerce Committee, announced that his committee would conduct a review of federal gambling laws and introduce comprehensive gambling legislation that would include daily fantasy sports and other forms of gaming. The Professional and Amateur Sports Protection Act (PASPA), the Federal Wire Act of 1961, and the Unlawful Internet Gambling Enforcement Act (UIGEA) are the core federal laws that touch sports betting. Rep. Pallone intends to ensure that these laws properly work together to create a fairer playing field for all types of gambling.

This announcement followed a House Energy and Commerce Committee hearing in May 2016 that focused on daily fantasy sports. Rep. Pallone has been engaged in this issue throughout the 114th Congress and is the sponsor of H.R. 457, the New Jersey Betting and Equal Treatment Act of 2015. Under this proposal, New Jersey would be excluded from PASPA’s prohibition on professional and amateur sports gambling. The proposal did not receive any legislative attention before Congress adjourned.

Rep. Pallone did not provide a timeline for this effort to update federal gambling laws including those that deal with sports betting. However, he pledged to work with various stakeholders as he works to develop a comprehensive gambling bill. The NCAA will continue to work with the professional sports leagues and others and will closely monitor any future developments in this area.

Better Online Ticket Sales (BOTS) Act of 2016

On July 13, 2016, Sen. Jerry Moran (R-KS) introduced S. 3183, the Better Online Ticket Sales Act of 2016. S. 3183 received bipartisan support and was passed by the Senate on November 30, 2016 and the House of Representatives on December 7, 2016. This proposal prohibits the use of “bots”, software that circumvents online security measures or access control systems to purchase large quantities of event tickets so that they can be resold at a premium. Violators of the law will be deemed to have committed an unfair or deceptive act or practice under the Federal Trade Commission Act. S. 3183 will now be sent to the President for his signature.
State Issues

Revised Uniform Athlete Agents Act

The Revised Uniform Athlete Agents Act (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 was enacted in Alabama, Idaho, and Washington this year. The act was also introduced in Colorado during the 2016 legislative session. It is expected that nearly 20 states will consider adopting the RUAAA in the coming year. NCAA government relations staff will continue to assist the ULC and other stakeholders to prepare for enactment efforts. The involvement of NCAA members in these enactment efforts has historically been very helpful in seeking adoption.

Daily Fantasy Sports

Over the last year, 36 states have considered bills to tax, regulate, or prohibit daily fantasy sports. Due to the potential negative impact on the well-being of student-athletes and the integrity of competition, the NCAA has been working with the membership and others to ensure that any enacted proposal include a carve-out prohibiting contests involving college, high school, or youth athletes. To date, eight states have enacted daily fantasy sports regulatory bills. The NCAA, along with a coalition of other interested parties, were successful in getting the student sports carve-out in all but one of the bills passed in 2016.

The NCAA office of government relations will continue to closely monitor this important issue in states throughout the country during the 2017 legislative session. Emphasis will be placed on working with member institutions and other interested parties to ensure that any future enactment of daily fantasy sports regulations include proper protections for college, high school, and youth athletes.

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 American Universities (AAU) and the National Association of College and University Business Officers (NACUBO), among others, continue to provide guidance and support on issues of common interest. Also, the NCAA has been working closely with the Association of Public and Land-grant Universities (APLU), which created an advisory group that will focus on policy issues related to collegiate athletics. The NCAA government relations staff looks forward to continuing these mutually beneficial relationships to better formulate and further the NCAA’s legislative goals.
<table>
<thead>
<tr>
<th>TIME</th>
<th>DIVISION III</th>
<th>ASSOCIATION-WIDE</th>
<th>ROOM LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday, January 17</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:30 a.m. to 10 p.m.</td>
<td>SAAC Meeting</td>
<td></td>
<td>Bayou D</td>
</tr>
<tr>
<td></td>
<td>[Must be a member of this committee to attend]</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Wednesday, January 18</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:30 a.m. to 5 p.m.</td>
<td>SAAC Meeting</td>
<td></td>
<td>Bayou D</td>
</tr>
<tr>
<td></td>
<td>[Must be a member of this committee to attend]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 a.m. to 3 p.m.</td>
<td>Management Council</td>
<td></td>
<td>Canal C-D</td>
</tr>
<tr>
<td></td>
<td>[Must be a member of this committee to attend]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 a.m. to 5 p.m.</td>
<td>Workshop Sessions (4 Sessions)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 to 5:30 p.m.</td>
<td>ADR Institute [Invitation Only]</td>
<td></td>
<td>Jackson A-B</td>
</tr>
<tr>
<td>3 to 5:30 p.m.</td>
<td>Division III Student Immersion Program Welcome [Invitation Only]</td>
<td></td>
<td>Presidential Ballroom A</td>
</tr>
<tr>
<td>4:30 to 5:30 p.m.</td>
<td>Commissioners Association Meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 to 9 p.m.</td>
<td>Honors Celebration</td>
<td></td>
<td>Delta Ballroom A</td>
</tr>
<tr>
<td><strong>Thursday, January 19</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:30 to 9 a.m.</td>
<td>PC/MC/SAAC Breakfast</td>
<td></td>
<td>Lincoln C-E</td>
</tr>
<tr>
<td></td>
<td>[Must be a member of these committees to attend]</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7:30 to 8:30 a.m.</td>
<td>Division III Student Immersion Program Breakfast [Invitation Only]</td>
<td>Presidential Ballroom B</td>
<td></td>
</tr>
<tr>
<td>8 to 9:30 a.m.</td>
<td>Commissioners Association Meeting</td>
<td></td>
<td>Cheekwood A-C</td>
</tr>
<tr>
<td>8 a.m. to noon</td>
<td>ADR Institute [Invitation Only]</td>
<td></td>
<td>Jackson A-B</td>
</tr>
<tr>
<td>8 a.m. to 4 p.m.</td>
<td>[Division III Education Session –Role of SWA]</td>
<td>Association-Wide Programming</td>
<td>Delta Ballroom B</td>
</tr>
<tr>
<td>9:15 to 11:15 a.m.</td>
<td>Division III Presidents Council Meeting [Must be a member of this committee to attend]</td>
<td>Canal C-D</td>
<td></td>
</tr>
<tr>
<td>9:45 to 11:15 a.m.</td>
<td>[Division III Education Session – Conducting a Successful Search]</td>
<td>Association-Wide Programming</td>
<td>Governors Ballroom B</td>
</tr>
<tr>
<td>11:30 a.m. to 1 p.m.</td>
<td>SAAC Luncheon with Division III Student Attendees</td>
<td>Presidential Ballroom B</td>
<td></td>
</tr>
<tr>
<td>11:30 a.m. to 1 p.m.</td>
<td>Division III Chancellors/Presidents Forum and Luncheon</td>
<td>Washington B</td>
<td></td>
</tr>
<tr>
<td>11:45 a.m. to 1 p.m.</td>
<td>ADR Luncheon [open to all ADRs, including ADR Institute]</td>
<td>Lincoln C-E</td>
<td></td>
</tr>
<tr>
<td>1 to 2:15 p.m.</td>
<td>Special Olympics Unified Sports Activity</td>
<td></td>
<td>Ryman Exhibit Hall B2</td>
</tr>
<tr>
<td>1:15 to 2:15 p.m.</td>
<td>Association-Wide Programming – Sexual Assault</td>
<td>Delta Ballroom C</td>
<td></td>
</tr>
<tr>
<td>TIME</td>
<td>DIVISION III</td>
<td>ASSOCIATION-WIDE</td>
<td>ROOM LOCATION</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------------------------</td>
<td>------------------------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td><strong>Thursday, January 19 continued…</strong></td>
<td>2:30 to 4 p.m.</td>
<td>Association-Wide Programming - Social Justice Issues</td>
<td>Delta Ballroom C</td>
</tr>
<tr>
<td></td>
<td>Division III Student Immersion Program</td>
<td></td>
<td>Presidential Ballroom A</td>
</tr>
<tr>
<td></td>
<td>2:30 to 4 p.m.</td>
<td>Division III New AD Meet &amp; Greet</td>
<td>Lincoln A</td>
</tr>
<tr>
<td></td>
<td>[NADIIAA Division III Education Session]</td>
<td>Association-Wide Programming</td>
<td>Delta Ballroom A</td>
</tr>
<tr>
<td></td>
<td>4:30 to 6 p.m.</td>
<td>State of the Association and Business Session</td>
<td>Delta Ballroom B</td>
</tr>
<tr>
<td></td>
<td>6 to 7 p.m.</td>
<td>ADR Reception</td>
<td>Washington B</td>
</tr>
<tr>
<td></td>
<td>6 to 7:30 p.m.</td>
<td>Delegates Reception</td>
<td>Atrium</td>
</tr>
<tr>
<td></td>
<td>7:30 to 9:30 p.m.</td>
<td>Division III Student Social Mixer with National SAAC</td>
<td>Lincoln C-E</td>
</tr>
<tr>
<td><strong>Friday, January 20</strong></td>
<td>7 to 8 a.m.</td>
<td>Division III Delegate Breakfast</td>
<td>Presidential Ballroom Foyer</td>
</tr>
<tr>
<td></td>
<td>8 to 11 a.m.</td>
<td>Division III Issues Forum</td>
<td>Presidential Ballroom</td>
</tr>
<tr>
<td></td>
<td>11:30 to 1 p.m.</td>
<td>Association Luncheon</td>
<td>Delta Ballroom A</td>
</tr>
<tr>
<td></td>
<td>1 to 2 p.m.</td>
<td>SAAC Meeting</td>
<td>Bayou D</td>
</tr>
<tr>
<td></td>
<td>1 to 5:30 p.m.</td>
<td>Conference Meetings</td>
<td>Lincoln B</td>
</tr>
<tr>
<td></td>
<td>4 to 5:30 p.m.</td>
<td>Division III Provisional &amp; Reclassifying Educational Session</td>
<td>Lincoln C-E</td>
</tr>
<tr>
<td></td>
<td>6 to 7:30 p.m.</td>
<td>Division III SWA Reception</td>
<td>Canal E</td>
</tr>
<tr>
<td></td>
<td>7 to 8:30 p.m.</td>
<td>Division III Diversity Grants Reunion</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6 to 7 p.m.</td>
<td>Presidents &amp; Chancellors Reception</td>
<td>Magnolia Ballroom</td>
</tr>
<tr>
<td></td>
<td>6 to 7 p.m.</td>
<td>FARA Reception</td>
<td>Governors Ballroom D</td>
</tr>
<tr>
<td><strong>Saturday, January 21</strong></td>
<td>6:45 to 7:45 a.m.</td>
<td>SAAC Meeting</td>
<td>Bayou D</td>
</tr>
<tr>
<td></td>
<td>7 to 8 a.m.</td>
<td>Division III Delegates Breakfast</td>
<td>Presidential Ballroom Foyer</td>
</tr>
<tr>
<td></td>
<td>8 to 11 a.m.</td>
<td>Division III Business Session</td>
<td>Presidential Ballroom</td>
</tr>
<tr>
<td></td>
<td>11 a.m. to noon</td>
<td>Division III Student Immersion Program Debrief and Luncheon</td>
<td>Canal E</td>
</tr>
<tr>
<td></td>
<td>11 a.m. to 1 p.m.</td>
<td>NADIIAA Reception</td>
<td>Washington B</td>
</tr>
<tr>
<td></td>
<td>12 to 2 p.m.</td>
<td>Division III Post-Convention Management Council Meeting</td>
<td>Canal C-D</td>
</tr>
</tbody>
</table>
National Collegiate Athletic Association

Joint Meeting of the Division III Presidents Council, Management Council and Student-Athlete Advisory Committee

Gaylord Opryland Resort & Convention Center
Lincoln C-E
January 19, 2017
7:30 to 9 a.m.

7:45 a.m. 1. Opening remarks. [Al Cureton, Tracey Ranieri and Robert Wingert]

8 a.m. 2. SAAC report on key issues and introduction of new officers for 2017. [Wingert]

8:10 a.m. 3. 2017 legislative proposals. [Sean Cain]
   a. Committee position.
   b. Questions and answers.

8:20 a.m. 4. Round table discussions. [All attendees, led by Kayla Porter]
   a. Graduate student participation and legislative proposal.
   b. Mental Health.

9 a.m. 5. Adjournment. [Wingert]
**Management Council/Presidents Council/Student-Athlete Advisory Committee**

**Seating Chart**

Thursday, January 19, 2017

**71 Attendees**

<table>
<thead>
<tr>
<th>Table 1</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Al Cureton</td>
<td>Sue Henderson</td>
</tr>
<tr>
<td>Tracey Ranieri</td>
<td>Bob Davis</td>
</tr>
<tr>
<td>Robert Wingert</td>
<td>Dan Dutcher</td>
</tr>
<tr>
<td>Sean Cain</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 2</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Lemons</td>
<td>Teresa Amott</td>
</tr>
<tr>
<td>Brit Katz</td>
<td>Kate Roy</td>
</tr>
<tr>
<td>Kayla Porter</td>
<td>Louise McCleary</td>
</tr>
<tr>
<td>Ryan Fennelly</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 3</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeff Docking</td>
<td>Tori Murden McClure</td>
</tr>
<tr>
<td>Frank Millerick</td>
<td>CJ Pakeltis</td>
</tr>
<tr>
<td>Jessica Jean</td>
<td>Jay Jones</td>
</tr>
<tr>
<td>Christopher O'Rourke</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 4</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Margaret Drugovich</td>
<td>Matt Shank</td>
</tr>
<tr>
<td>Gail Cummings-Danson</td>
<td>Dennis Leighton</td>
</tr>
<tr>
<td>Kelsey Morrison</td>
<td>Reed Fogle</td>
</tr>
<tr>
<td>Greg Woods</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 5</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rob Huntington</td>
<td>Tori Haring-Smith</td>
</tr>
<tr>
<td>Chris Kimball</td>
<td>Karen Tompson-Wolfe</td>
</tr>
<tr>
<td>Megan Warren</td>
<td>Brynna Barnhart</td>
</tr>
<tr>
<td>Christopher Deddo</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 6</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Elsa Nunez</td>
<td>Chris Ragsdale</td>
</tr>
<tr>
<td>Gerald Young</td>
<td>Madison Burns</td>
</tr>
<tr>
<td>Taryn Stromback</td>
<td>Eric Hartung</td>
</tr>
<tr>
<td>Joseph Weber</td>
<td>Adam Skaggs</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 7</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Wolk</td>
<td>Sharon Hirsh</td>
</tr>
<tr>
<td>Stevie Baker-Watson</td>
<td>Brad Bankston</td>
</tr>
<tr>
<td>Kyera Bryant</td>
<td>Debbie Kresge</td>
</tr>
<tr>
<td>Cedric Fry</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 8</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lex McMillan</td>
<td>Terry Small</td>
</tr>
<tr>
<td>Julie Soriero</td>
<td>Nicole Monick</td>
</tr>
<tr>
<td>Parker Hammel</td>
<td>Brian Burnsed</td>
</tr>
<tr>
<td>Zachary Cook</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 9</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Troy VanAken</td>
<td>Bill Fritz</td>
</tr>
<tr>
<td>Terry Wansart</td>
<td>Laura Peterson</td>
</tr>
<tr>
<td>Mikayla Greenwood</td>
<td>Jean Orr</td>
</tr>
<tr>
<td>Callie Olson</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table 10</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Dennis Shields</td>
<td>Zorica Pantic</td>
</tr>
<tr>
<td>Shantey Hill</td>
<td>Nnenna Akotaobi</td>
</tr>
<tr>
<td>Mathew Knigge</td>
<td>Rosamaria Riccobono</td>
</tr>
<tr>
<td>Jeff O'Barr</td>
<td></td>
</tr>
</tbody>
</table>

**Not Attending:**
PC: Tom Foley; SAAC: Tanner Milliron, Elissa Pheneger, Michael Rubayo and Alaina Woo; Staff: Jeff Myers and Sarah Otey
Table 1

Al Cureton

Tracey Ranieri

Bob Davis

Robert Wingert

Sue Henderson

Sean Cain

Dan Dutcher
<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jay Lemons</td>
</tr>
<tr>
<td>Brit Katz</td>
</tr>
<tr>
<td>Teresa Amott</td>
</tr>
<tr>
<td>Kate Roy</td>
</tr>
<tr>
<td>Kayla Porter</td>
</tr>
<tr>
<td>Ryan Fennelly</td>
</tr>
<tr>
<td>Louise McCleary</td>
</tr>
</tbody>
</table>
Table 3

Jeff Docking
Tori Murden McClure
Frank Millerick
Jessica Jean
Christopher O’Rourke
CJ Pakeltis
Jay Jones
Table 4

Margaret Drugovich

Matt Shank

Gail Cummings-Danson

Dennis Leighton

Greg Woods

Kelsey Morrison

Reed Fogle
Table 5

<table>
<thead>
<tr>
<th>Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rob Huntington</td>
<td></td>
</tr>
<tr>
<td>Tori Haring-Smith</td>
<td></td>
</tr>
<tr>
<td>Chris Kimball</td>
<td></td>
</tr>
<tr>
<td>Karen Tompson-Wolfe</td>
<td></td>
</tr>
<tr>
<td>Megan Warren</td>
<td></td>
</tr>
<tr>
<td>Christopher Deddo</td>
<td></td>
</tr>
<tr>
<td>Brynna Barnhart</td>
<td></td>
</tr>
<tr>
<td>Table 6</td>
<td></td>
</tr>
<tr>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>Elsa Nunez</td>
<td></td>
</tr>
<tr>
<td>Chris Ragsdale</td>
<td></td>
</tr>
<tr>
<td>Gerald Young</td>
<td></td>
</tr>
<tr>
<td>Taryn Stromback</td>
<td></td>
</tr>
<tr>
<td>Joseph Weber</td>
<td></td>
</tr>
<tr>
<td>Madison Burns</td>
<td></td>
</tr>
<tr>
<td>Eric Hartung</td>
<td></td>
</tr>
<tr>
<td>Adam Skaggs</td>
<td></td>
</tr>
</tbody>
</table>
Table 7

Dave Wolk
Sharon Hirsh
Stevie Baker-Watson
Brad Bankston
Kyera Bryant
Cedric Fry
Debbie Kresge
<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lex McMillan</td>
</tr>
<tr>
<td>Terry Small</td>
</tr>
<tr>
<td>Julie Soriero</td>
</tr>
<tr>
<td>Nicole Monick</td>
</tr>
<tr>
<td>Zachary Cook</td>
</tr>
<tr>
<td>Parker Hammel</td>
</tr>
<tr>
<td>Brian Burnsed</td>
</tr>
<tr>
<td>Name</td>
</tr>
<tr>
<td>--------------</td>
</tr>
<tr>
<td>Troy VanAken</td>
</tr>
<tr>
<td>Bill Fritz</td>
</tr>
<tr>
<td>Terry Wansart</td>
</tr>
<tr>
<td>Callie Olson</td>
</tr>
<tr>
<td>Mikayla Greenwood</td>
</tr>
<tr>
<td>Laura Peterson</td>
</tr>
<tr>
<td>Jean Orr</td>
</tr>
</tbody>
</table>
Table 10

Dennis Shields

Zorica Pantic

Shantey Hill

Nnenna Akotaobi

Matthew Knigge

Rosamaria Riccobono

Jeff O’Barr
AGENDA

The National Collegiate Athletic Association

2017 Division III Issues Forum

Gaylord Opryland Resort & Convention Center
Presidential Ballroom

January 20, 2017
8 to 11:15 a.m.

8 to 8:15 a.m.  1. Welcome and Overview. [Al Cureton, President, University of Northwestern]

8:15 to 9 a.m.  2. Presidents Council Chair Update and Q&A. [Cureton]

9 to 10 a.m.  3. Sport Science Institute (SSI) Update and Q&A. [Dr. Brian Hainline, NCAA Senior Vice President of the Sport Science Institute/Chief Medical Officer]

10 to 11 a.m.  4. 2017 Legislative Proposals and Q&A. [Jeff Myers, Director of Academic and Membership Affairs for Division III, and Sarah Otey, Associate Director of Academic and Membership Affairs for Division III]

11 to 11:15 a.m.  5. Final Remarks. [Cureton]

11:15 a.m.  6. Adjournment.
AGENDA
The National Collegiate Athletic Association
2017 Division III Business Session

Gaylord Opryland Resort & Convention Center
Presidential Ballroom
January 21, 2017
8 to 11:15 a.m.

8 to 8:10 a.m. 1. Welcome and Announcements. [Al Cureton, President, University of Northwestern]

8:10 to 8:30 a.m. 2. Diversity and Inclusion Update. [Jay Lemons, President, Susquehanna University and Dennis Shields, Chancellor, University of Wisconsin Platteville]

8:30 to 8:45 a.m. 3. Acceptance of Convention Notice and Program. [Cureton]

8:45 to 10 a.m. 4. Voting on Presidential and General Groupings. [Cureton and Tracey Ranieri, Athletics Director, State University of New York at Oneonta]

10 to 10:15 a.m. 5. BREAK.

10:15 to 10:25 a.m. 6. Election of New Management Council Members. [Angela Baumann, Commissioner, Massachusetts State Collegiate Athletic Conference]

10:25 to 10:35 a.m. 7. Window of Reconsideration. [Ranieri]

10:35 to 10:55 a.m. 8. Open Forum.

10:55 a.m. 9. Closing Remarks. [Cureton]

11 a.m. 10. Adjournment.