AGENDA

National Collegiate Athletic Association
Division II Management Council

Grant Ballroom A
NCAA National Office
Indianapolis, Indiana

July 16-17, 2018

1. Welcome and announcements. [Supplement No. 1] (Pennie Parker)

2. Review of previous meeting documentation. (Parker)
   a. April 9-10 Management Council meeting and April 24 Presidents Council meeting. [Supplement No. 2]
   b. April 25 Board of Governors meeting. [Supplement No. 3]
   c. Administrative Committee meeting(s)/action(s). [Supplement Nos. 4, 5 and 6]

3. Review and approval of 2018-19 Division II Priorities. [Supplement No. 7] (Maritza Jones)

4. NCAA Convention and legislation.
   a. Presidents Council-sponsored proposals for the 2019 Convention. [Supplement No. 8] (Karen Wolf)
   b. Proposed legislation for the 2019 Convention submitted by the Division II membership. [Supplement No. 9 to be distributed at the meeting.] (Wolf)
   c. Noncontroversial proposals. [Supplement No. 10] (Geoff Bentzel)

5. Review of committee recommendations affecting Division II.
   a. Division II committees.
      (1) Academic Requirements Committee. [Supplement No. 11] (Felicia Johnson)
      (2) Championships Committee. (Kim Vinson)
         (a) April 5 teleconference. [Supplement No. 12]
         (b) May 3 teleconference. [Supplement No. 13]
(c) June 18-20 in-person meeting. [Supplement No. 14]
   • Availability of alcoholic beverages at Division II Men’s
     Lacrosse Championship. [Supplement No. 15]

(3) Committee on Infractions. (Jim Johnson)
   (a) January 16 in-person meeting. [Supplement No. 16]
   (b) March 8 email action. [Supplement No. 17]

(4) Legislation Committee. [Supplement No. 18] (Cherrie Wilmoth)
   • Transfer Portal demonstration. (Susan Peal)

(5) Membership Committee. (Jim Sarra)
   (a) April 30 teleconference. [Supplement No. 19]
   (b) July 10-12 in-person meeting. [Supplement No. 20 to be distributed
       at the meeting.]

(6) Nominating Committee. [Supplement No. 21] (Lynn Griffin)

(7) Planning and Finance Committee. (Bob Dranoff)
   (a) Budget-to-Actual Report. [Supplement No. 22]
   (b) April 23 in-person meeting. [Supplement No. 23]

(8) Student-Athlete Advisory Committee. [Supplement No. 24] (Casey
     Monaghan and Jack Nicholson)

(9) Committee on Student-Athlete Reinstatement. [Supplement No. 25] (Teresa
     Clark)

b. Division II subcommittees, project teams, task forces and working groups.
   (1) Convention Planning Project Team. [Supplement No. 26] (Chris Graham)
   (2) Identity Subcommittee. (Lindsay Reeves)
   (3) Injury Surveillance Task Force. [Supplement No. 27] (Parker)
(4) Regionalization Working Group. [Supplement No. 28] (Vinson)

c. Association-wide and common committees.

(1) Committee on Competitive Safeguards and Medical Aspects of Sports. (Steve Murray)
   
   (a) March 26 teleconference. [Supplement No. 29]
   
   (b) Excerpt from the June 13-14 in-person meeting. [Supplement No. 30]

(2) Committee on Women's Athletics. [Supplement No. 31] (Hannah Hinton)

(3) Minority Opportunities and Interests Committee. [Supplement No. 32] (Graham)

(4) Joint Minority Opportunities and Interests Committee/Committee on Women's Athletics. [Supplement No. 33] (Graham and Hinton)

(5) Playing Rules Oversight Panel. (M. Jones)

   (a) April 13 teleconference report. [Supplement No. 34]

   (b) April 25 teleconference report. [Supplement No. 35]

(6) Walter Byers Scholarship Committee. [Supplement No. 36] (M. Jones)

6. Open forum and reporting out.

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<th>Group 1 Grant Ballroom A</th>
<th>Group 2 Jesse Owens Room</th>
<th>Group 3 Theodore Roosevelt Room</th>
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<tr>
<td>Jack Nicholson</td>
<td>Casey Monaghan</td>
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<td>Mike Cerino</td>
<td>Amy Foster (Recorder/Reporter)</td>
<td>Bob Dranoff</td>
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<td>Laura Liesman</td>
<td>Jessica Chapin</td>
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<td>Julie Rochester</td>
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<td>Kim Vinson</td>
<td>Pennie Parker</td>
<td>Courtney Lovely</td>
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<td>Lindsay Reeves</td>
<td>Jim Johnson (Facilitator)</td>
<td>Hannah Hinton (Recorder/Reporter)</td>
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<td>Jim Sarra (Facilitator)</td>
<td>Lin Dawson</td>
<td>Griz Zimmerman</td>
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<td>Steve Murray</td>
<td>Cherrie Wilmoth</td>
<td>Stan Williamson</td>
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7. Division II Management Council.
   a. Selection of Division II Management Council representative from the California Collegiate Athletic Association. [Supplement No. 37] (Parker)
   b. Division II Management Council vice chair election. [Supplement No. 38] (Parker)
   c. Division II Management Council chair notice. [Supplement No. 39] (Parker)
   d. Management Council committee/project team assignments. [Supplement No. 40] (Parker)
   e. Management Council/Student-Athlete Advisory Committee Summit. (Ryan Jones)
   f. Appeal by California State University, Dominguez Hills, of decision of the Amateurism Fact-Finding Subcommittee of the Division II Legislation Committee. [Supplement No. 41] [Note: Only members of the Management Council Subcommittee will convene at 8 a.m. Tuesday, July 17 to hear this appeal.]

8. National office staff updates.
   a. Commission on College Basketball. [Supplement No. 42] (Terri Steeb Gronau)
   b. Football preseason educational documents. [Supplement No. 43] (Bentzel)
   c. Insurance effective practices. [Supplement No. 44] (Brad Robinson)
   d. Make It Yours. (R. Jones)
   e. Make-A-Wish. [Supplement No. 45] (R. Jones)
   f. Sport Science Institute. [Supplement No. 46] (Brian Hainline and John Parsons)
g. Division II ADA Mentor Program. [Supplement No. 47] (Jill Willson)

h. Division II community engagement. (Willson)

i. Division II Identity Workshop. [Supplement No. 48] (Willson)

j. Division II Championships Festival. (John Baldwin)

k. Division II Census executive summary. [Supplement No. 49] (Gregg Summers)

l. Division II Diploma Dashboard. (Summers)

m. Division II Diversity Grants. [Supplement No. 50] (Ali Teopas)

n. Division II FAR Institute product. [Supplement No. 51] (M. Jones)

o. Division II Strategic Plan. [Supplement No. 52] (Gary Brown)

p. What Division II Can Do for You Resource. [Supplement No. 53] (Brown)


a. Division II Athletics Directors Association. (J. Johnson)

b. Division II Conference Commissioners Association. [Supplement No. 54] (Graham)

c. Co-SIDA. (Murray)

d. Faculty Athletics Representative Association. (Julie Rochester)

e. Minority Opportunities Athletics Administrator Association. (Sarra)

f. National Association for Athletics Compliance. (F. Johnson)

g. Women Leaders in College Sports. (Reeves)

10. Other business.

- Division II Championships Committee June 29 electronic vote. [Supplement No. 55] (Vinson)

11. Meeting recap/things to report back to conferences. (Parker)
12. Future meetings.
   a. October 15-16, 2018; Management Council meeting; Indianapolis.
   b. January 23-26, 2019; Management Council meeting in conjunction with the 2019 NCAA Convention; Orlando Florida.
   c. April 15-16, 2019; Management Council meeting; Indianapolis, Indiana.
   d. July 20-21, 2019; Management Council/SAAC Summit; Indianapolis.
   e. July 22-23, 2019; Management Council meeting; Indianapolis.
   f. October 14-15, 2019; Management Council meeting; Indianapolis.
   g. January 22-25, 2020; Management Council meeting in conjunction with the 2020 NCAA Convention; Anaheim, California.

# 2018 NCAA DIVISION II
## MANAGEMENT COUNCIL ROSTER

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## NCAA Staff Liaisons

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SUMMARY OF SPRING 2018 QUARTERLY MEETINGS

National Collegiate Athletic Association
April 9-10, 2018, Division II Management Council
April 24, 2018, Division II Presidents Council

1. WELCOME AND ANNOUNCEMENTS.

Management Council. The Management Council convened at 8:30 a.m. Monday, April 9. The chair welcomed those in attendance, acknowledging staff who were present. She also welcomed the new members to the council—Teresa Clark, faculty athletics representative, Cedarville University; Amy Foster, associate athletic director for business/senior woman administrator, Seattle Pacific University; Hannah Hinton, associate commissioner, Mountain East Conference; Jim Johnson, director of athletics, Pittsburg State University; Courtney Lovely, senior associate athletics director for internal operations/senior woman administrator, Palm Beach Atlantic University; Casey Monaghan, student-athlete, West Chester University of Pennsylvania; Jack Nicholson, student-athlete, St. Thomas Aquinas University; Julie Rochester, faculty athletics representative, Northern Michigan University; and Jim Sarra, director of athletics, University of Illinois at Springfield. She noted that Michael Cerino and Ismael Pagan-Trinidad were absent at the meeting.

The chair highlighted the schedule for the meeting, after which the council proceeded with its agenda.

Presidents Council. The Presidents Council convened 9 a.m. Tuesday, April 24. The chair introduced the three new members of the council, Michael Driscoll, Indiana University of Pennsylvania; Rex Fuller, Western Oregon University; and Brian May, Angelo State University. The chair noted the absences of Gayle Hutchinson and Elwood Robinson and that Connie Gores was joining the meeting via teleconference. Staff members also were recognized by the chair.

The chair highlighted the schedule for the meeting, after which the Council proceeded with its agenda.

2. PREVIOUS MEETING DOCUMENTATION.


Management Council. The Management Council approved the summary of actions document from its January meeting and teleconference.

Presidents Council. The Presidents Council approved the summary of actions document from its January meeting.
b. **January 17 Board of Governors Meeting.**

**Management Council.** The Management Council reviewed the Board of Governors report from the January 17 meeting. While the report was informational in nature, the council did highlight that Lindsay Reeves was elected to serve on the NCAA Board of Governors Student-Athlete Engagement Committee.

**Presidents Council.** The Presidents Council received an update regarding the Board of Governors meetings. It was noted that President Jones would chair the Board of Governors Strategic Planning Committee and that President Gores would also serve on that committee.

c. **Administrative Committee Meetings(s)/Actions.**

**Management Council.** The Management Council approved the interim actions by the committee.

**Presidents Council.** The Presidents Council approved the interim actions by the committee.

3. **REVIEW OF 2017-18 DIVISION II PRIORITIES.**

**Management Council.** The Management Council was updated on the 2017-18 Division II priorities, noting that staff would have an updated list for 2018-19 at the summer series of meetings.

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

4. **NCAA CONVENTION AND LEGISLATION.**

a. **Noncontroversial Proposals.**

**Management Council.** The Management Council adopted in legislative form two noncontroversial proposals that had previously been approved in concept (Proposal Nos. NC-2019-7 and NC-2019-8), as presented. See below for details:

(1) **Membership – Division II Membership Process – Determination of Standing in the Membership Process – Alignment of Legislation with Membership Process Policies and Procedures.** To specify that an institution's failure to meet a membership process requirement should be addressed through an appeal to the Membership Committee following the July in-person committee meeting.
(2) Committees – Association-Wide Committees – General Committees – Research Committee – Duties. To amend the duties of the Research Committee to reflect the current scope of the committee's work.

Presidents Council. No action was necessary.


Management Council. The Management Council adopted a noncontroversial proposal, as presented. See below for details:

- NCAA Membership – Active Membership – Conditions and Obligations of Membership – Concussion Management Plan – Process Prescribed by NCAA Board of Governors. To require, as a condition and obligation of NCAA membership, that an institution have a concussion management plan that adheres to the process and format (e.g., the concussion protocol checklist) prescribed by the NCAA Board of Governors or designee; further, to require annual review of the concussion management plan by the institution's athletics health care administrator.

In addition, the Management Council reviewed the concussion protocol checklist and a draft template that could be used by institutions in creating their own concussion management plans. The Management Council recommended adding additional signature lines to the template in the event institutions or conferences would like to request that additional individuals (e.g., director or athletics, chancellor or president) review the concussion management plan on a yearly basis.

Presidents Council. The Presidents Council received an update on the proposal, as adopted. No action was necessary.


Management Council. The Management Council approved the inclusion into the 2018-19 Manual the proposals approved in legislative form and in concept at the April 2018 Management Council meeting that are considered the running supplements for the 2018 calendar year. These proposals will appear in the “blue pages” of the 2019 NCAA Division II Official Notice.

Presidents Council. No action was necessary.

5. COMMITTEE RECOMMENDATIONS AFFECTING DIVISION II.
a. Division II Committees.

(1) Academic Requirements Committee.


Management Council. The Management Council recommended that the Presidents Council sponsor legislation for the 2019 NCAA Convention to amend Bylaw 14.1.2.1 (pre-enrollment academic misconduct) to define and clarify pre-enrollment academic misconduct activities, the individuals to whom the activities apply and violations of such activities, as specified.

Following a review of post-enrollment academic misconduct, the Academic Requirements Committee reviewed pre-enrollment academic misconduct. Current process permits reviewing high schools, programs and courses (NCAA High School Review Committee), as well as the validity of academic credentials (NCAA Student Records Review Committee). In addition, current process permits investigating potential institutional involvement in violations of NCAA legislation. This proposal extends the application of pre-enrollment academic misconduct to representatives of athletics interests, similar to post-enrollment academic misconduct, emphasizing institutional accountability and the importance of academic integrity in intercollegiate athletics. Further, it clarifies which academic credentials are subject to the pre-enrollment academic misconduct analysis, recognizing that misconduct may involve any component of a prospective student-athlete's academic record (e.g., courses, grades, credits, transcripts, test scores).

Presidents Council. The Presidents Council agreed to sponsor the legislation and noting that it will have an opportunity to review the proposal in legislative form at its August in-person meeting to determine whether to move forward with sponsorship for the 2019 Convention.

During the review of all legislative concepts for the 2019 Convention, the Presidents Council noted that all actions taken at its April 2018 meeting may need to be reviewed in the context of the
report (and subsequent related actions) from the Commission on College Basketball.

(b) **Noncontroversial Legislation – Bylaw 21.8.5.1 – Committees – Division II Committees – Division II General Committees – Academic Requirements Committee – Duties – Final Waiver Authority.**

    **Management Council.** The Management Council adopted noncontroversial legislation to amend Bylaw 21.8.5.1 (Academic Requirements Committee) to clarify that the committee’s determination on an academic waiver shall be final, binding and conclusive and shall not be subject to further review.

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

(c) **Discussion Regarding Academic Requirements for Institutions Located in Puerto Rico Following Hurricane Maria.**

    **Management Council.** The Management Council received an update on a waiver recently approved by the Academic Requirements Committee for the three institutions located in Puerto Rico, as a result of Hurricane Maria. In an effort to assist the institutions in their recovery efforts, the committee agreed to waive the following academic reporting requirements for a period of five years, effective August 1, 2017: (1) NCAA Constitution 3.3.4.14 (academic success rate); and (2) Constitution 3.3.4.15 (academic performance census). The committee noted that the five-year period will expire August 31, 2022. In addition, the committee agreed to waive the following progress-toward-degree requirements through the 2017-18 academic year: (1) Bylaw 14.4.3.2 (term-by-term credit hour requirement); (2) Bylaw 14.4.3.3 (credit hours earned during the regular academic year); (3) Bylaw 14.4.3.4 (annual credit hour requirement); (4) Bylaw 14.4.3.5 (fulfillment of minimum grade-point average requirements); and (5) Bylaw 14.4.3.6 (designation of degree program). Further, the committee agreed to waive Bylaw 14.3 (freshman academic requirements) and Bylaw 14.5 (transfer regulations) through the 2017-18 academic year. The committee noted that student-athletes must remain in good academic standing per Bylaw 14.4.3.1. Following the period of relief noted above, institutions in Puerto Rico must be in compliance with all Division II academic legislative requirements.
Presidents Council. No action was necessary.

(2) Championships Committee.

(a) February 13, 2018, Meeting.

i. Noncontroversial Legislation – Bylaw 18.4.2.1 – Championships and Postseason Football – Institutional Eligibility – Sports Sponsorship Requirement – Cross Country and Track and Field.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 18.2.4.1 (general institutional requirements) to eliminate the sports sponsorship requirement for championships eligibility in cross country and track and field.

Presidents Council. The Presidents Council received an update on the proposal, as adopted. No action was necessary.


Management Council. The Management Council voted to table a recommendation to sponsor noncontroversial legislation to create an exception to Bylaw 31.1.13 (availability of alcoholic beverages) to permit the sale of alcoholic beverages at the Division II Men's Lacrosse Championship, provided it is a joint championship with Divisions I and III.

The council noted its support for this concept, but believes that by tabling the proposal until July, it will allow Division III time to discuss the issue and recommend a similar proposal.

Presidents Council. The Presidents Council received an update on this matter. No action was necessary.

iii. Noncontroversial Legislation – Bylaw 31.3.4.2 – Executive Regulations – Selection of Teams and
Individuals for Championships Participation – Automatic Qualification – Requirements – Division Championships – Schools in the Membership Process and the Requirements for Automatic Qualification when an Active Conference Adds a Sport.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 31.3.4.2 (requirements – division championship) to permit conferences to count institutions in the membership process for purposes of satisfying the requirement that a conference must have at least six institutions that are full conference members competing for two consecutive years to be eligible for automatic qualification in the sport.

Presidents Council. The Presidents Council received an update on the proposal, as adopted. No action was necessary.

iv. First-Round Dates in Field Hockey.

Management Council. The Management Council approved a recommendation to move the first-round game of the 2018 NCAA Division II Field Hockey Championship to the Sunday after Thanksgiving to accommodate the 2018 Division II National Championships Festival.

Presidents Council. No action was necessary.

v. Course Length for Minimum Contest Requirements in Cross Country.

Management Council. The Management Council approved a recommendation that for a meet to count toward minimum cross country contest requirements, the course must be at least 5,000 meters for women and 7,000 meters for men.

Presidents Council. No action was necessary.

vi. Referral to the NCAA Division II Legislation Committee – Reclassification of Exhibition/Scrimmage.

Management Council. The Management Council directed the Legislation Committee to issue an interpretation to
clarify that an institution is not permitted to change the classification of a contest after the contest has been completed.

President Council. No action was necessary

vii. Committee Appointments.

Management Council. The Management Council ratified the following sports committee appointments, effective September 1, 2018, unless otherwise noted:

(a) Baseball. Appoint Chris Hanks, head baseball coach, Colorado Mesa University, to replace Kevin Brooks, head baseball coach, Angelo State University, due to term expiration.

(b) Men's basketball. Appoint Sean McAndrews, assistant director of athletics, West Virginia State University, to replace Jeff Wilson, head men's basketball coach, East Stroudsburg University of Pennsylvania; and Tony Duckworth, director of athletics, Northeastern State University, to replace Jeff Morgan, head men's basketball coach, Harding University, due to term expirations.

(c) Women's basketball rules. Appoint Tony Stigliano, commissioner, Heartland Conference, to replace Greg Harnden, director of athletics, Harding University, due to term expiration.

(d) Men's and women's cross country. Reappoint Andy Young, women's cross country and track and field coach, Millersville University of Pennsylvania, effective immediately.

(e) Field hockey. Appoint Julie Swiney, head field hockey coach, Slippery Rock University of Pennsylvania, to replace Shelly Behrens, head field hockey coach, Millersville University of Pennsylvania, due to term expiration.
(f) **Football.** Appoint Gary Goff, head football coach, Tiffin University, to replace Nick Smith, director of athletics, Assumption College, effective immediately, due to Mr. Smith having left Assumption; appoint Mike Babcock, head football coach, McKendree University, to replace Steve Mullins, director of athletics, Arkansas Tech University, due to term expiration.

(g) **Football rules.** Appoint Josh Looney, director of athletics, Missouri Western State University, to replace Paul Winters, head football coach, Wayne State University (Michigan); and William Wagner, head football coach, Angelo State University, to replace David Sharp, director of athletics, Ouachita Baptist University, due to term expirations.

(h) **Women's golf.** Appoint Sara Quatrocky, assistant director of athletics/senior woman administrator, Lynn University, to replace Nick Bowman, associate commissioner, South Atlantic Conference, effective immediately, due to Mr. Bowman having left the South Atlantic Conference.

(i) **Women's lacrosse.** Appoint Regan McAthie, associate director of athletics/senior woman administrator, Concordia University, St. Paul, to replace Alicia Groveston, head women's lacrosse coach, Grand Valley State University, due to term expiration.

(j) **Women's rowing.** Appoint Rachel Burleson, director of athletics, Franklin Pierce University, to replace Brian Lang, assistant director of athletics, Assumption College, effective immediately, due to Mr. Lang having left Assumption.

(k) **Men's soccer.** Appoint Michael Koehler, assistant director of athletics, Rockhurst University, to replace Kevin Alcox, assistant commissioner, Great Midwest Athletic Conference, effective immediately, due to Mr. Alcox having left the Great Midwest Athletic Conference; appoint Tom Bonus,
head men's soccer coach, Le Moyne College, to replace Matt Thompson, head men's soccer coach, University of the District of Columbia; and **Mark McKeever**, head men's soccer coach, Young Harris College, to replace Gary Hamill, head men's soccer coach, Wingate University, due to term expirations.

(l) **Women's soccer.** Appoint **Kelley Kish**, director of athletics, Lake Erie College, to replace Lisa Liotta, assistant director of athletics, University of Findlay, due to term expiration.

(m) **Softball.** Appoint **Dean Johnson**, associate director of athletics, Caldwell University, to replace Jen Starek, head softball coach, University of New Haven; and **Donna Fields**, head softball coach, St. Mary's University (Texas), to replace Daven Bond, head softball coach, Regis University (Colorado), due to term expirations.

(n) **Softball rules.** Appoint **Todd Buckingham**, head softball coach, Saginaw Valley State University, to replace David Hicks, director of athletics, King University, due to term expiration.

(o) **Men's and women's swimming and diving rules.** Appoint **James Graves**, head men's and women's swimming coach, King University, to replace Mary Samko, head men's and women's swimming coach, Bentley University, due to term expiration.

(p) **Men's and women's tennis.** Appoint **Krista Plummer**, assistant director of athletics/senior woman administrator, Northwood University, to replace Otis Cutshaw, head men's and women's tennis coach, Davis & Elkins College, effective immediately, due to Mr. Cutshaw having left Davis & Elkins.

(Please note that the immediate appointments noted above were approved by the NCAA Division II Administrative Committee during its March 23 electronic vote. They are included in this document for ease of reference.)
viii. **Waiver for Institutions Located in Puerto Rico.**

Management Council. The Management Council received an update on a waiver recently approved by the Championships Committee for the three institutions located in Puerto Rico, as a result of Hurricane Maria. In an effort to assist the institutions in their recovery efforts, the committee agreed to provide relief from the policies regarding minimum scheduling requirements for championships eligibility for a period of five years, effective August 1, 2017.

Presidents Council. No action was necessary.

(b) **March 6, 2018, Electronic Vote.**

- **Committee Appointments.**

Management Council. The Management Council ratified the following sports committee appointments, effective September 1, 2018, unless otherwise noted:

(a) **Men's basketball.** Appoint Rusty Osborne, head men's basketball coach, University of Alaska Anchorage, to replace J.R. Smith, director of athletics, Chadron State College, due to term expiration.

(b) **Women's basketball.** Appoint Wendell Staton, director of athletics, Georgia College, to replace Eliane Kebbe, assistant commissioner, South Atlantic Conference, due to term expiration.

(c) **Men's and women's cross country.** Appoint Jennifer Buddle, senior compliance administrator, South Dakota School of Mines & Technology, to replace Dianne Lee, associate director of athletics, Adams State University, due to term expiration.

(d) **Men's golf.** Appoint Samantha Taver, assistant director of athletics, Indiana University of
Pennsylvania, to replace Peter Coughlin, head men's golf coach, California University of Pennsylvania, due to term expiration.

(e) **Men's lacrosse.** Appoint J.B. Clarke, head men's lacrosse coach, Limestone College, to replace Chris Barrett, head men's lacrosse coach, Belmont Abbey College, due to term expiration.

(f) **Men's and women's swimming and diving.** Appoint Jennifer Alger, assistant director of athletics/senior woman administrator, University of Tampa; and Kate Burke, associate director of athletics, Colorado School of Mines, to replace Patrick Snively, associate director of athletics and head swimming coach, Fairmont State University; and Charlin Chesick, associate commissioner, Pennsylvania State Athletic Conference, due to term expirations.

Presidents Council. No action was necessary

(3) **Committee on Infractions.**


Management Council. The Management Council adopted noncontroversial legislation to amend Constitution 5.2.3.3 (enforcement policies and procedures) and Bylaws 19.1.3 (duties), 19.3.1 (amendment by committee and approval by Management Council) and 19.3.1.1 (notification to membership) to clarify that the NCAA Division II Committee on Infractions has the authority to adopt, formulate and revise its internal operating procedures and review and approve the enforcement staff's internal operating procedures, including amendments by the enforcement staff to its procedures, subject to Management Council approval; further, to amend Bylaw 19.3.1 to specify that amendments to the committee's and enforcement staff's internal operating procedures are immediately effective when approved by the committee and subject to review and approval by the Management Council; and to remove
Bylaw 19.3.1.2 (review by Management Council) as duplicative of recommended modifications to Bylaw 19.3.1.

Presidents Council. No action was necessary.

(4) Committee for Legislative Relief.

• Guidelines for Assertion of Injury/Illness (Student-Athlete's Relative or Legal Guardians).

Management Council. The Management Council approved the updated guideline for waivers seeking relief of NCAA Bylaw 14.5 (transfer regulations) based on assertions of injury/illness, as specified. The current guideline states that staff should consider relief of the legislation for circumstances involving an injury or illness to a student-athlete’s immediate family member, which does not include grandparents or other relatives. Extending the guideline to grandparents and relatives outside of the student-athlete's immediate family is necessary due to differences in familial relationships that are unique to each student-athlete.

Presidents Council. No action was necessary.

(5) Degree-Completion Awards Committee.

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

Presidents Council. No action was necessary.

(6) Legislation Committee.

(a) 2019 Convention Legislation – Bylaw 11.6.1.1.1 – Personnel – Certification to Recruit Off Campus – Regulations – Annual Certification Requirement – Certification Administration – Requirements for Completion.

Management Council. The Management Council recommended that the Presidents Council sponsor legislation for the 2019 Convention to amend Bylaw 11.6.1.1.1 (certification administration), as follows: (1) to require all coaches to annually complete specific educational modules as determined by the Legislation Committee; (2) to prohibit off-campus recruiting until the coach successfully
completes the required educational modules; and (3) to prohibit the
directing, supervising or observing of countable athletically related
activities until the coach successfully completes the required
educational modules, effective August 1, 2019, for certifications of
coaches in the 2019-20 academic year, and thereafter.

Under current legislation, prior to being able to engage in off-
campus recruiting, a coach must pass the annual coaches
certification test. During the 2015-16 academic year, various
committees through the Division II governance structure supported
the development of a comprehensive online coaches' education
program that will deliver legislative and health and safety related
content. This recommendation accounts for the new online coaches'
educational program, Division II University, and would require
coaches to successfully complete specific educational modules
every year before being permitted to recruit off campus and direct,
supervise or observe countable athletically related activities.

Presidents Council. The Presidents Council agreed to sponsor the
legislation and noted that it will have an opportunity to review the
proposal in legislative form at its August in-person meeting.

(b) 2019 Convention Legislation – Bylaw 12.1.3 – Amateurism –
General Regulations – Permissible – Following Initial Full-Time
Collegiate Enrollment – Actual and Necessary Expenses From
an Outside Amateur Sports Team or Organization – Donations
From Outside Sponsors – Institutional Staff Members.

Management Council. The Management Council recommended that
the Presidents Council sponsor legislation for the 2019 Convention
to amend Bylaw 12.1.3-(b)-(1) (donation from outside sponsors) to
permit a student-athlete to receive actual and necessary expenses
from an institutional staff member to participate as a member of an
outside team, effective August 1, 2019.

Following the 2016 Convention, the governance structure began
assessing the culture of compliance and reviewed legislation to
ensure its alignment with the compliance resources available on
Division II campuses. Current legislation permits an individual to
receive actual and necessary expenses from an outside sponsor other
than an agent, a representative of an institution's athletics interests
or professional sports organization. This proposal provides the
opportunity for enrolled student-athletes to seek out additional
permissible financial resources from institutional staff members to support their athletics aspirations without compromising the fundamental purpose of the collegiate model. It would remain impermissible for a student-athlete to receive expenses from an agent, representative of an institution's athletics interests or professional sports organization.

Presidents Council. The Presidents Council agreed to sponsor the legislation and noted that it will have an opportunity to review the proposal in legislative form at its August in-person meeting. Additionally, the council requested information on how to view a school employee that is also considered a representative of an institution's athletics interests (e.g., faculty member gives to the annual fund).

(c) Bylaws 12.5.1.1 and 13.11.3.5 – Amateurism and Recruiting – Promotional Activities and Private Lessons – Elimination of Requirement to Obtain Written Approval from the Institution's President or Chancellor.

Management Council. The Management Council recommended that the Presidents Council sponsor legislation for the 2019 Convention to amend Bylaws 12.5.1.1 (promotional activities) and 13.11.3.5 (private lessons) to eliminate the requirement that a student-athlete must receive written approval from the institution's president or chancellor (or his or her designee) prior to the student-athlete's participation in a noninstitutional, charitable or nonprofit promotion; further, in equestrian, golf and tennis, to eliminate the requirement that an institutional coach must receive written approval from the institution's president or chancellor prior to the coach's participation in a private lesson, effective August 1, 2019.

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation requires an institution to obtain written approval from the institution's chancellor or president prior to a student-athlete's participation in a permissible promotional activity. In addition, equestrian, golf and tennis coaches seeking to offer private lessons are also required to obtain chancellor or president approval. A significant amount of time is spent securing signatures rather than confirming that the other requirements of the legislation are met. Such confirmation should be left to the
discretion of a member institution. This recommended change maintains and promotes the NCAA’s commitment to amateurism and equity in recruiting, while eliminating unnecessary bureaucratic requirements.

Presidents Council. The Presidents Council agreed to sponsor this concept as noncontroversial legislation.

(d) **Bylaw 12.5.3 – Amateurism – Promotional Activities – Media Activities.**

Management Council. The Management Council recommended that the Presidents Council sponsor legislation for the 2019 Convention to amend Bylaw 12.5.3 (media activities) to eliminate the requirement that a student-athlete must be academically eligible to represent the institution at the time of the appearance or participation in media activities; further, to specify that a student-athlete shall not miss class to participate in media activities, effective August 1, 2019.

Current legislation requires a student-athlete to be academically eligible to represent the institution at the time of the appearance or participation in a media activity, not receive remuneration for the appearance or participation, and not make any endorsement, expressed or implied, of any commercial product. This recommended change will provide institutions with flexibility and discretion in determining which student-athletes may appear or participate in media activities. The recommended change also clarifies that student-athletes participating in such activities may not miss class time to do so. This change addresses student-athlete well-being concerns, especially with the elimination of academic eligibility at the time of the appearance or participation.

Presidents Council. The Presidents Council did not support this recommendation. The council referred the issue back to the Legislation Committee to consider amending the media activities legislation to specify that a student-athlete shall not miss class time to participate in media activities.

(e) **Noncontroversial Legislation – Bylaw 12.1.3 – Amateurism – Permissible – Following Initial Full-Time Collegiate Enrollment – Elite-Level Participation – Expenses from a Governmental Entity.**
Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 12.1.3 (permissible – following initial full-time enrollment) to permit an individual to receive actual and necessary expenses from a governmental entity, as specified.

Presidents Council. No action was necessary.

(f) Noncontroversial Legislation – Bylaws 12.1.3 and 16.8.1.2 – Amateurism and Awards and Benefits – Permissible – Following Initial Full-Time Enrollment and Other Competition – Expenses for Participation in a Collegiate All-Star Contest.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaws 12.1.3 (permissible – following initial full-time enrollment) and 16.8.1.2 (other competition) to permit a student-athlete, who has exhausted eligibility in the sport, to receive actual and necessary expenses from an outside sponsor (e.g., neighbor, business) for participation in a collegiate all-star contest.

Presidents Council. No action was necessary.

(g) Noncontroversial Legislation – Bylaw 12.5.1.1.6 – Amateurism – Promotional Activities – Permissible – Institutional, Charitable, Educational or Nonprofit Promotions – Schedule Cards – Elimination of Requirements.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 12.5.1.1.6 (schedule cards) to eliminate the requirements regarding schedule cards.

Presidents Council. No action was necessary.

(h) Noncontroversial Legislation – Bylaws 12.5.1.6 and 12.5.1.7 – Amateurism – Promotion by Third Party of Highlight Film, Videotape or Media Guide and Promotion by Third Party of Photographs – Removal of Requirement for Written Approval and Consolidation of Legislation.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaws 12.5.1.6 (promotion by third party of highlight film, videotape or media guide) and
12.5.1.7 (promotion by a third party of photographs), as follows: (1) eliminate the requirement for written approval for sale and distribution activities of third parties; and (2) combine the remaining elements of Bylaws 12.5.1.6 and 12.5.1.7 into one legislative requirement for the promotion by a third party of highlight film, videotape, media guide or photographs.

Presidents Council. No action was necessary.

(i) **Noncontroversial Legislation – Bylaw 13.1.1.2.3 – Recruiting – Contacts and Evaluations – Contactable Prospective Student-Athletes – Four-Year College Prospective Student-Athletes – Transfer from Institution on Probation.**

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 13.1.1.2.3 (transfer from institution on probation) to eliminate the opportunity for an institution on probation to establish restrictions related to the contact of student-athletes who wish to transfer from the institution.

Presidents Council. No action was necessary.

(j) **Noncontroversial Legislation – Bylaw 13.4.4 – Recruiting – Recruiting Materials – Electronic Transmissions – Prospective Student-Athlete's Coach.**

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 13.4.4 (electronic transmissions) to permit an institution to send electronic transmissions to a prospective student-athlete's coach prior to June 15 preceding a prospective student-athlete's junior year in high school.

Presidents Council. No action was necessary.

(k) **Noncontroversial Legislation – Bylaws 13.7.2.1 and 13.7.2.2 – Unofficial Visit – Entertainment/Tickets – General Restrictions – Home Contest At Any Location.**

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 13.7.2.1 (general restrictions) to permit an institution to provide up to five complimentary admissions to any home contest, regardless of
location; further, to eliminate Bylaw 13.7.2.2 (home games outside the community).

Presidents Council. No action was necessary.

(l) Noncontroversial Legislation – Bylaw 13.10.6 – Recruiting – Publicity – Photograph of Prospective Student-Athlete.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 13.10.6 (photograph of prospective student-athlete) to specify that a photograph taken by an institution of a prospective student-athlete during an official visit may be provided to the prospective student-athlete, provided the prospective student-athlete has signed a National Letter of Intent or a written offer of admission and/or financial aid or after the institution has received his or her financial aid deposit in response to its offer of admission.

Presidents Council. No action was necessary.


Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 14.2.4.1.2 (competition in the nonchampionship segment) to permit a student-athlete in women's beach volleyball, men's volleyball and women's water polo to engage in outside competition during the nonchampionship segment without using a season of competition.

Presidents Council. No action was necessary.

(n) Noncontroversial Legislation – Bylaw 15.2.2.1 – Financial Aid – Financial Aid from Outside Sources – Parents and Legal Guardians – Financial Aid from Relatives.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 15.2.2.1 (parents and legal guardians) to permit a student-athlete to receive financial aid from a relative.
Presidents Council. No action was necessary.

(o) Noncontroversial Legislation – Bylaw 16.1.3.3 – Awards and Benefits – Types of Awards, Awarding Agencies, Maximum Value and Numbers of Awards – Special Achievement Awards – Service Awards and Apparel for Members of a Division II Conference or National Student-Athlete Advisory Committee.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 16.1.3.3 (special achievement awards) to specify that a Division II conference or the NCAA may provide an award (e.g., gift, apparel) to recognize a student-athlete’s service on their student-athlete advisory committee; further, to specify that the value of the award shall be at the discretion of the awarding agency.

Presidents Council. No action was necessary.

(p) Noncontroversial Legislation – Bylaw 17.10.2 – Playing and Practice Seasons – Football – Preseason Activities – Required Day Off, Use of Footballs During Walk-Throughs, and Film Review and Team Meetings During Three-Hour Recovery Period.

Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 17.10.2 (preseason practice), as follows: (1) to require a day off each week during the football preseason practice period following the five-day acclimatization period; (2) to permit the use of footballs during a walk-through following the five-day acclimatization period; and (3) to allow film review and team meetings to occur during the three continuous hours of recovery time between an on-field practice session and a walk-through or any other session including physical activity.

Presidents Council. The Presidents Council received an update on the proposal, as adopted. No action was necessary.

(q) Noncontroversial Legislation – Bylaw 17.10.8 – Out-of-Season Athletically Related Activities – Spring Practice – Elimination of Multiple On-Field Practice Sessions on the Same Day.
Management Council. The Management Council adopted noncontroversial legislation to amend Bylaw 17.10.8 (spring practice) to specify that in football an institution may not conduct multiple on-field practice sessions on the same day during spring practice sessions.

Presidents Council. The Presidents Council received an update on the proposal, as adopted. No action was necessary.

(r) Legislative Referrals.

Management Council. The Management Council referred the following legislative items to the appropriate Division II group:

i. To the Division II Academic Requirements Committee:
   - Whether the NCAA Eligibility Center should be primarily responsible for determining the academic validity of high school prospective student-athletes [Bylaw 14.1.2 (general eligibility requirements – validity of academic credentials)]; further, whether member institutions should be primarily responsible for determining the academic validity of two-year or four-year transfer prospective student-athletes.
   - Whether is it feasible for an institution to monitor the conditions under Bylaw 14.4.3.7.10 (nontraditional courses from another institution) for a student-athlete who has enrolled in a nontraditional course at an institution other than the certifying institution.
   - Whether the condition that a nonrecruited student-athlete per Bylaw 14.5.4.6.2 (nonrecruited student exception) needs to be eligible for admission to the certifying institution before initial enrollment in the two-year college is still appropriate.
   - Development and implementation of a tool or resource regarding enhancing academic advising on Division II campuses.

ii. To the Division II Committee on Student-Athlete Reinstatement:
• Whether contests and dates of competition, including annual exemptions (e.g., alumni game, conference challenge event) and discretionary exemptions (excluding scrimmages and exhibition contest per Bylaw 17 in the applicable sport), must be included in the numerator for purposes of calculating whether a student-athlete qualifies for a hardship waiver.

Presidents Council. No action was necessary.

(7) Membership Committee.

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

Presidents Council. No action was necessary.

(8) Nominating Committee.

(a) January 20 Meeting—Appointments/Reappointments.

Management Council. The Management Council recommended that the Presidents Council approve the following committee appointments/reappointments, effective September 1, 2018:

i. Division II Committee on Infractions. Reappointments—Jane Teixiera, assistant commissioner, Pacific West Conference (term 2); and Christie Ward, associate director of athletics, Georgia Southwestern State University.

ii. Division II Championships Committee. Lisa Liotta, senior woman administrator/associate director of athletics, University of Findlay.

iii. Division II Infractions Appeals Committee. Dixie Cirillo, senior woman administrator/associate director of athletics, Colorado School of Mines.

v. **Division II Legislation Committee.** Diana Kling, senior woman administrator/associate commissioner, Peach Belt Conference.

vi. **Division II Committee for Legislative Relief.** Brandi Guerinot, associate director of athletics, Daemen College.

vii. **Division II Membership Committee.** Tammy Ikerd, associate director of athletics, Southern Nazarene University; and Larry Marfise, director of athletics, University of Tampa.

viii. **Division II Committee on Student-Athlete Reinstatement.** Jessica Harbison Weaver, senior woman administrator, Concordia University Portland.

ix. **Committee on Women's Athletics.** Suzette McQueen, senior woman administrator/senior associate commissioner, Central Intercollegiate Athletic Association.

Presidents Council. The Presidents Council approved the appointments, as recommended.

(b) **March 5 Teleconference – Appointments.**

Management Council. The Management Council recommended that the Presidents Council approve the following committee appointments, effective as noted:

i. **Division II Academic Requirements Committee.** Timothy Ladd, faculty athletics representative, Palm Beach Atlantic University; and Jessica Swiney, director of registration and records, King University, effective September 1, 2018.

ii. **Minority Opportunities and Interests Committee.** Manuel Flores, faculty athletics representative, Texas A&M University-Kingsville; and Taunita Stephenson, associate director of athletics/senior woman administrator, Lander University, effective immediately.

[Please note that the appointments to the Minority Opportunities and Interests Committee were approved by the]
Administrative Committee during its March 7 electronic vote. They are included in this document for ease of reference.]

Presidents Council. The Presidents Council approved the appointments, as recommended.

(9) **Budget-to-Actual Report as of February 28, 2018.**


(10) **Student-Athlete Advisory Committee.**

(a) **Verbal Update—April 6-8 Meeting.**

Management Council. The Management Council was updated by the two Student-Athlete Advisory Committee members regarding the meeting that was conducted the previous weekend. Information included the committee's goals and priorities for the upcoming year.

Presidents Council. No action was necessary.

(b) **Waiver of Bylaw 21.8.5.9.3 – Appointment of Independent Nominee with Fewer Than Two Years of Athletics Eligibility to the NCAA Division II Student-Athlete Advisory Committee.**

Management Council. The Management Council approved a waiver of Bylaw 21.8.5.9.3 (term of office) to appoint Shonte' Cargill, student-athlete at Bluefield State College, to the NCAA Division II Student-Athlete Advisory Committee, for a period of 21 months, concluding at the adjournment of the Division II business session at the 2020 NCAA Convention, effective immediately.

Presidents Council. The Presidents Council approved the appointment, as recommended.
(c) Voluntold Activities.

**Management Council.** The Management Council discussed and provided feedback on the issue of voluntold activities for student-athletes. The Management Council received an update on the discussions of the Student-Athlete Advisory Committee and noted that most of the issues identified regarding voluntold activities are the result of lack of planning and notification from coaches. In addition, the Management Council noted that the issues appear to be related to mandatory player development, rather than community engagement or leadership opportunities. It was the consensus of the Management Council that more education regarding permissible/impermissible activities is necessary. Some of the possible outlets for education mentioned were: Division II Coaches Connection program, Division II University; the coaches’ Identity Workshop; and campus student-athlete advisory committees. The Management Council did not believe that any legislative changes were necessary at this time.

**Presidents Council.** The Presidents Council was updated on the discussions from the Student-Athlete Advisory Committee and Management Council regarding voluntold activities. The Presidents Council agreed with the observations of the committee and council. In addition, the Presidents Council suggested that the NCAA staff survey student-athletes and coaches regarding voluntold activities.

b. Division II Subcommittees and Project Teams.

(1) Convention Planning Project Team.

**Management Council.** The Management Council reviewed the project team's report, along with the Convention survey results and proposed schedule and program suggestions. No action was necessary.

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

(2) Identity Subcommittee.

**Management Council.** The Identity Subcommittee met Monday evening and received updates on the spring showcase schedule, the regular-season media agreement RFP process, nominees for the Day in the Life campaign, social media and the Division II brand enhancement initiative.
Presidents Council. The Presidents Council received updates on the regular-season media agreement, as well as the Make It Yours Phase 2 branding efforts.

c. Association-Wide Committees.

(1) Committee on Competitive Safeguards and Medical Aspects of Sports.

(a) December 11-12, 2017, Meeting.

i. 2019 Convention Legislation – Bylaw 31.2.3.1 – Executive Regulations – Eligibility for Championships – Ineligibility for Use of Banned Drugs – Banned Drugs.

Management Council. The Management Council recommended that the Presidents Council sponsor legislation for the 2019 Convention to amend all legislated references of NCAA banned-drug classes to mirror the World Anti-Doping Agency list of prohibited classes, with the exception of the glucocorticoid class, effective August 1, 2019.

The recommendation to align NCAA banned drug classes with WADA's prohibited classes, with the exception of the glucocorticoid class, allows the NCAA to defer updates to this list to WADA experts and helps avoid confusion for student-athletes competing in both NCAA and international competition. The committee determined that glucocorticoids are anti-inflammatory agents, used commonly in sports medicine, and have very low risk as performance enhancing drugs.

Presidents Council. The Presidents Council agreed to sponsor the legislation and noted that it will have an opportunity to review the proposal in legislative form at its August in-person meeting.

ii. Noncontroversial Legislation – Bylaw 18.4.1.4.1 – Championships and Postseason Football – Eligibility for Championships – Penalty – Banned Drug Classes Other Than Illicit Drugs.
Management Council. The Management Council adopted noncontroversial legislation to clarify that a student-athlete who tests positive for use of a substance in a banned-drug class other than illicit drugs shall:

a. Be charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 12.8.3.1;

b. Be ineligible for the entirety of one season (i.e., the maximum number of regular-season contests or dates of competition per Bylaw 17), which must be served while the student-athlete is otherwise eligible for competition; and

c. Be ineligible for at least one calendar year (i.e., 365 days) after the collection of the student-athlete's positive drug-test specimen and until he or she tests negative.

Presidents Council. No action was necessary.

(b) February 21 Teleconference.

• Uniform Standards of Care – Concussion Safety Protocol Review in Divisions II and III.

Management Council. See Item No. 4-b on Page No. 3 for action taken.

Presidents Council. No action was necessary.

(2) Minority Opportunities and Interests Committee.

Management Council. The Management Council reviewed the reports from the February 6 teleconference and March 8 electronic communication, which were informational in nature. No action was necessary.

Presidents Council. No action was necessary.

(3) Playing Rules Oversight Panel.
Management Council. The Management Council reviewed the reports from the September 13, 2017, teleconference, January 17 in-person meeting and February 21 teleconference, all of which were informational in nature. No action was necessary.

Presidents Council. No action was necessary.

(4) Postgraduate Scholarship Committee.

Management Council. The Management Council reviewed the report from the February meeting, which was informational in nature. No action was necessary.

Presidents Council. No action was necessary.

(5) Committee on Sportsmanship and Ethical Conduct.

Management Council. The Management Council reviewed the report from the February teleconference, which was informational in nature. No action was necessary.

Presidents Council. No action was necessary.

(6) Student Records Review Committee.

Management Council. The Management Council appointed Dr. Patricia Briscoe, athletics director at Eastern Senior High School, to the Student Records Review Committee, effective immediately:

Presidents Council. No action was necessary.

(7) Committee on Women's Athletics.

Management Council. The Management Council reviewed the report from the February 23 teleconference, which was informational in nature. No action was necessary.

Presidents Council. No action was necessary.
6. **MANAGEMENT COUNCIL ROUNDTABLE DISCUSSION—DIVISION II MEMBERSHIP CENSUS.**

Management Council. The Management Council convened in roundtable sessions at the conclusion of Monday's business session to discuss the results of the Division II Membership Census. Take-aways included no surprising answers to questions; lack of education/understanding of coaches; regionalization still being the right approach for Division II championships; and general support for the National Championships Festival.

Presidents Council. The Presidents Council reviewed the results of the census. The council discussed the need to re-educate presidents and chancellors on the Division II Life in the Balance philosophy, particularly since more than half of presidents and chancellors are new to their schools within the last five years. Further, the council discussed how to get Division II chancellors and presidents more involved with the NCAA, including increasing attendance at the NCAA Convention; directed programming for chancellors and presidents during the Convention and how to collaborate with academic organizations for available programming; and reaching out to new colleagues within their regions. No action was necessary.

7. **DIVISION II MANAGEMENT COUNCIL.**

a. **Management Council Committee/Project Team Assignments.**

Management Council. The Management Council reviewed the committee and project team assignments.

Presidents Council. No action was necessary.

b. **Management Council Policies and Procedures.**


Presidents Council. No action was necessary.

c. **Management Council Vice Chair Election.**

Management Council. The Management Council was informed that Eric Schoh's position as vice chair of the Management Council would expire August 31. Individuals interested in seeking the position should voice that interest to the chair or the managing director of Division II.

Presidents Council. No action was necessary.
d. **Management Council/Student-Athlete Advisory Committee Summit.**

*Management Council.* The Management Council was updated on the anticipated activities for the joint Summit of the Management Council and SAAC in July.

*Presidents Council.* No action was necessary.

e. **Noncontroversial Legislation – Constitution Independent Members Serving on the Management Council and Student-Athlete Advisory Committee.**

*Management Council.* The Management Council adopted noncontroversial legislation to specify that the current position on the Management Council and Student-Athlete Advisory Committee shall be allocated for independent institutions, provided there are at least eight Division II independent institutions, immediately, and at least 10 independent institutions in 2022; further, to specify that if the total number of independent institutions falls below eight (and 10 in 2022), the position allocated for independent institutions shall become an at-large position as soon as the position becomes vacant. In addition, the Management Council and Student-Athlete Advisory Committee will amend their policies and procedures to note their preference that one of the three at-large positions should be filled by an individual or representative from an independent institution if such a representative applies for service.

*Presidents Council.* The Presidents Council received an update on the proposal, as adopted. No action was necessary.

8. **DIVISION II PRESIDENTS COUNCIL.**

a. **April 23 Planning and Finance Committee Meeting.**

*Presidents Council.* The Presidents Council was provided a verbal update on the actions taken by the Planning and Finance Committee during its April 23 meeting.

The committee discussed several options for new initiatives to be included the $1.1 million allocated to academics, health and safety and inclusion. The committee will bring those as formal recommendations to the council in August.

Finally, the committee reviewed the timeline for the strategic plan midterm assessment. The committee will consider changes to the strategic plan at its August meeting and the Presidents Council will receive those recommendations and take action, as needed, to approve the recommendations at the October meeting.
b. Division II Budget Requests for the 2018-19 Fiscal Year. The Presidents Council approved the Division II budget requests for the 2018-19 fiscal year, as recommended by the Planning and Finance Committee.

c. Region 2 Election. The Presidents Council elected William Thierfelder, president, Belmont Abbey College, as the Region 2 representative to the Presidents Council. President Thierfelder will begin his term on the council immediately, with his term expiration date being January 2023.

The Presidents Council was impressed with other nominations that it received in the process and asked staff to encourage those who were not elected to reapply at the earliest opportunity.

d. Recognizing Outgoing Members. The Presidents Council recognized Philip Kerstetter, president, University of Mount Olive, for his service to the Council.

9. NATIONAL OFFICE STAFF UPDATES.

a. Legal/Executive Update.

Management Council. The Management Council received an update from the NCAA president and the executive vice president of law, policy and governance.

Presidents Council. The Presidents Council received an update on issues and legal happenings surrounding the NCAA, which included a discussion on the upcoming meeting with the Commission on College Basketball, an update on the attestation on sexual assault education and pending litigation.

b. Sport Science Institute.

Management Council. The Management Council received an update from Sport Science Institute staff on some initiatives that the office is working on, including the NCAA Interassociation Task Force on Sleep and Wellness and the Injury Surveillance Program.

Presidents Council. The Presidents Council received an update on the Sport Science Institute from the NCAA chief medical officer.


Management Council. The Management Council reviewed the assessment report from the fall 2017 APPLE Training Institute.
Presidents Council. No action was necessary.

d. **Division II University Update.**

Management Council. The Management Council received a presentation on Division II University, which was funded through the Foundation for the Future initiative. This comprehensive online coaches’ education program will focus on Division II legislation and health and safety issues, with the two initial areas of focus being rules education and health and safety education.

Division II University is scheduled to be released to the membership May 14. The academic and membership affairs staff will be conducting a webinar for single-source sign-on administrators to learn about how to provide access to coaches May 8.

Presidents Council. The Presidents Council received a presentation on Division II University.

e. **Optimization of the Senior Woman Administrator Designation.**

Management Council. The Management Council reviewed survey results on the optimization of the senior woman administrator designation on Divisions I, II and III campuses.

A subcommittee of the Committee on Women's Athletics is currently creating action plans for these opportunities and will be engaging other NCAA membership committees in these efforts.

Presidents Council. No action was necessary.

f. **2018 New Initial-Eligibility Requirements.**

Management Council. The Management Council was provided with an educational resource for the initial-eligibility requirements that are effective August 1.

Presidents Council. No action was necessary.

10. **AFFILIATED ASSOCIATION UPDATES.**

Management Council. The Management Council was updated on the activities of the following affiliated associations.

a. **Division II Athletics Directors Association.**
b. Division II Conference Commissioners Association.

c. CoSIDA.

d. Faculty Athletics Representatives Association.


f. National Association for Athletics Compliance.

g. Women Leaders in College Sports.

Presidents Council. No action was necessary.

11. OTHER BUSINESS.

Management Council. No action was necessary.

Presidents Council. No action was necessary.

12. MEETING RECAP/THINGS TO REPORT BACK TO CONFERENCES.

Management Council. The Management Council was provided with a list of topics/issues to report to its member institutions, via each member's preferred method of delivery. These topics included: Division II University information; the noncontroversial proposal on concussion management plan; the noncontroversial proposal on football preseason; information about the sportsmanship award; 2018 initial-eligibility requirements resource; bat testing information; countable athletically related activities resource; optimization of the senior woman administrator designation summary; and a reminder about attestation on sexual assault education.

Presidents Council. No action was necessary.

13. FUTURE MEETINGS.

Management Council. The Management Council reviewed the upcoming meetings for the remainder of 2018 and 2019, noting the four-days set aside for the July Summit with the Student-Athlete Advisory Committee.

Presidents Council. The Presidents Council reviewed the upcoming meetings for the remainder of 2018 and 2019.
14. **ADJOURNMENT.**

*Management Council.* The Management Council adjourned at 10:42 a.m.

*Presidents Council.* The Presidents Council adjourned at 3:01 p.m.

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<tr>
<th>Division II Management Council</th>
<th>Division II Presidents Council</th>
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<tr>
<td><strong>April 9-10, 2018</strong></td>
<td><strong>April 24, 2018</strong></td>
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<td><strong>Indianapolis, Indiana</strong></td>
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<td><strong>ATTENDEES</strong></td>
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<tr>
<td>Jessica Chapin, American International College</td>
<td>John Denning, Stonehill College</td>
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<td>Teresa Clark, Cedarville University</td>
<td>Michael Driscoll, Indiana University of Pennsylvania</td>
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<td>J. Lin Dawson, Clark Atlanta University</td>
<td>Rex Fuller, Western Oregon University</td>
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<td>Josh Doody, Notre Dame de Namur University</td>
<td>Allison Garrett, Emporia State University</td>
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<tr>
<td>Bob Dranoff, East Coast Conference</td>
<td>Connie Gores, Southwest Minnesota State University (via teleconference)</td>
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<td>Kim Duyst, California State University, Stanislaus</td>
<td>Cynthia Jackson-Hammond, Central State University</td>
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<td>Amy Foster, Seattle Pacific University</td>
<td>Anthony Jenkins, West Virginia State University</td>
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<td>Chris Graham, Rocky Mountain Athletic Conference</td>
<td>Glen Jones, Henderson State University</td>
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<td>Lynn Griffin, Coker College</td>
<td>Sandra Jordan, University of South Carolina Aiken</td>
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<td>Hannah Hinton, Mountain East Conference</td>
<td>Philip Kerstetter, University of Mount Olive</td>
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<td>Felicia Johnson, Virginia Union University</td>
<td>William LaForge, Delta State University</td>
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<td>Jim Johnson, Pittsburg State University</td>
<td>Brian May, Angelo State University</td>
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<td>Paul Leidig, Grand Valley State University</td>
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<td>Laura Liesman, Georgia Court University</td>
<td>M. Roy Wilson, Wayne State University</td>
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<td>Courtney Lovely, Palm Beach Atlantic University</td>
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<td>Casey Monaghan, West Chester University</td>
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<td>Steve Murray, Pennsylvania State Athletic Conference</td>
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<td>Jack Nicholson, St. Thomas Aquinas College</td>
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<td>Pennie Parker, Rollins College</td>
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<td>Lindsay Reeves, University of North Georgia</td>
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<td>Julie Rochester, Northern Michigan University</td>
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<td>Jim Sarra, University of Illinois, Springfield</td>
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<td>Eric Schoh, Winona State University</td>
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<td>Kim Vinson, Cameron University</td>
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<td>Stan Williamson, University of West Alabama</td>
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### Division II Management Council
**April 9-10, 2018**  
**Indianapolis, Indiana**
- Cherrie Wilmoth, Southeastern Oklahoma State University
- Griz Zimmermann, Texas A&M International University

### Division II Presidents Council
**April 24, 2018**  
**Indianapolis, Indiana**

<table>
<thead>
<tr>
<th>ABSENTEES</th>
<th>OTHER PARTICIPANTS</th>
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</table>
| Michael Cerino, Limestone College  
Ismael Pagan-Trinidad, University of Puerto Rico, Mayaguez | Geoff Bentzel, NCAA  
Dan Calandro, NCAA  
Amanda Conklin, NCAA  
Chelsea Crawford, NCAA  
Jim Elworth, NCAA  
Mark Emmert, NCAA  
Terri Steeb Gronau, NCAA  
Maritza Jones, NCAA  
Ryan Jones, NCAA  
Ken Kleppel, NCAA  
Roberta Page, NCAA  
John Parsons, NCAA  
Donald Remy, NCAA  
Molly Simons, NCAA  
Stephanie Smith, NCAA  
Rachel Stark, NCAA  
Gregg Summers, NCAA  
Jill Waddell, NCAA  
Amy Wilson, NCAA  
Karen Wolf, NCAA |
| Gayle Hutchinson, California State University, Chico  
Elwood Robinson, Winston-Salem State University | Geoff Bentzel, NCAA  
Dawn Buth, NCAA  
Amanda Conklin, NCAA  
Mark Emmert, NCAA  
Terri Steeb Gronau, NCAA  
Brian Hainline, NCAA  
Maritza Jones, NCAA  
Ryan Jones, NCAA  
John Parsons, NCAA  
Donald Remy, NCAA  
Stephanie Smith, NCAA  
Rachel Stark, NCAA  
Gregg Summers, NCAA  
Cari Van Senus, NCAA  
Jill Waddell, NCAA  
Karen Wolf, NCAA |
ACTION ITEMS.

- The NCAA Division I Board of Directors directed the NCAA Division I Council to work with the appropriate Division I committees to develop applicable policy and/or legislation necessary to implement the Commission on College Basketball recommendations, and to present them to the Division I Board of Directors in August 2018.

INFORMATIONAL ITEMS.

1. **Welcome and announcements.** NCAA Board of Governors Chair President Bud Peterson convened the meeting at 9:33 a.m. and welcomed the Governors and NCAA Division I Board members. He gave a special welcome to new Board of Governors members Sue Henderson, Shantey Hill and Pennie Parker, who were attending their first in-person meeting. NCAA staff confirmed that a quorum was present. Because he was participating in his last in-person meeting before his retirement in June, President Peterson thanked General Robert Caslen for his service to the Governors.

   The Board of Governors and Division I Board of Directors were given time to read the report of the Commission on College Basketball prior to the commission members joining the meeting.

   *Commission on College Basketball members joined the meeting.*

   The Governors, Division I Board members and NCAA staff introduced themselves. Board of Governors chair Peterson thanked Dr. Rice for presenting the commission’s recommendations at the breakfast today and spending more time with the Governors and the Division I Board today. Peterson also thanked the entire commission for their attendance and participation today. The Board of Governors chair also thanked the commission for the considerable time and effort it gave to complete the report and develop its recommendations.

   Division I Board of Directors Chair Eric Kaler thanked the commission on behalf of the Division I Board, noting the admiration and respect for the work of the commission. Kaler also noted that Division I stands ready to explore expeditious implementation of the recommendations.

2. **Question and answer session with Commission on College Basketball members.** The Governors and the Division I Board engaged in a question and answer session with the commission. Following the question and answer session, the Governors’ chair thanked the commission and noted the Governors’ and Division I Board’s commitment to addressing the recommendations.

   *Commission on College Basketball members departed the meeting.*
3. Board of Governors and Division I Board of Directors discussion of Commission recommendations. Each of the Governors and Division I Board members shared their thoughts about the recommendations. The Governors and the Division I Board expressed support for the recommendations and commended the commission for their work.

It was VOTED
“That the Board of Governors and the Division I Board of Directors adopt the following resolution:

The Board of Governors and Division I Board of Directors Resolution in support of the recommendations of the Commission on College Basketball

On September 26, 2017, the United States Attorney of the Southern District of New York in conjunction with the Federal Bureau of Investigation announced the arrests of 10 individuals, including four Division I assistant men’s basketball coaches, as a result of an extensive investigation into fraud in men’s college basketball.

On October 6, 2017, at the recommendation of NCAA President Mark Emmert, the NCAA Board of Governors and the Division I Board of Directors voted to establish an independent Commission on College Basketball to fully examine critical aspects of Division I men’s basketball. The commission’s charge was to focus on three specific areas:

1. The relationship of the NCAA national office, member institutions, student-athletes and coaches with outside entities, including:
   - Apparel companies and other commercial entities, to establish an environment where they can support programs in a transparent way but not become an inappropriate or distorting influence on the game, recruits or their families.
   - Nonscholastic basketball, with a focus on the appropriate involvement of college coaches and others.
   - Agents or advisors, with an emphasis on how students and their families can get legitimate advice without being taken advantage of, defrauded or risking their NCAA eligibility.

2. The NCAA’s relationship with the NBA and the challenging effect the NBA’s so-called “one and done” rule has had on college basketball, including how the NCAA can change its own eligibility rules to address that dynamic.

3. Creating the right relationship between the universities and colleges of the NCAA and its national office to promote transparency and accountability. The commission will be asked to evaluate whether the appropriate degree of authority is vested in the current enforcement and eligibility processes, and if the collaborative model provides the
investigative tools, cultural incentives and structures to ensure exploitation and corruption cannot hide in college sports

WHEREAS the Commission further was strongly encouraged to identify bold legislative, policy and structural modifications to improve the integrity of our processes and the well-being of our student athletes.

Whereas, the boards indicated a readiness and commitment to implement appropriate meaningful and lasting changes.

Whereas, on April 25, 2018, the Commission on College Basketball presented to the NCAA presidential leadership its report and recommendations in response to its creation and charge.

Whereas, the Commission indicated an expectation that the membership will take steps to implement change, exercising reasonable judgment and discretion in the development of detailed solutions.

NOW THEREFORE, IT IS RESOLVED by unanimous vote that the Board of Governors and the Division I Board of Directors receives the report and accepts and supports the Commission’s recommendations in an effort to precipitate necessary change in rules, policy and structure to begin the remedy of challenges in men’s college basketball and further demonstrate that college sports is committed to and guided by the values of higher education and intercollegiate athletics.” (Unanimous voice vote)

4. **Next steps.** Peterson noted that with both boards in support of the recommendations, it is time to move toward implementation.

a. **Division I Board of Directors.** Division I Board of Directors Chair Eric Kaler noted that any applicable policy and/or legislation necessary to implement the commission’s recommendations should be developed by the NCAA Division I Council, working with appropriate Division I committees, and presented to the Board of Directors in August for review and adoption.

It was VOTED
“That the Division I Board of Directors direct the Division I Council and its appropriate committees, as well as the Division I Committee on Academics, the Division I Student-Athlete Advisory Committee and the Division I Presidential Forum as necessary, to engage in a process to develop applicable policy and/or legislation necessary to implement the commission’s recommendations. The Council shall present its recommendations to the
Division I Board of Directors in August 2018 for adoption, and any policy recommendations shall be reviewed and endorsed by the Board of Governors at that time.”

b. **Board of Governors action.** Peterson noted that some of the recommendations are exclusively Association-wide and a process to deal with such matters should be developed.

It was VOTED

“That the Board of Governors commit to the immediate development of applicable and appropriate policy and/or legislation necessary to implement the Association-wide recommendations of the commission. The Governors, or an appropriate Committee of the Governors with delegated authority, will present to the Division I Board of Directors and Divisions II and III President’s Councils any legislative recommendations that may be placed on the ballot for Association-wide membership action at the next NCAA Convention.”

c. **Division I Council groundwork.** Blake James, chair of the Division I Council, noted that the Council will begin work immediately as chairpersons have been identified for the following five committees to address the areas identified in the commission report:

1) Nonscholastic basketball.

2) Apparel companies.

3) Enforcement/infractions processes.

4) Agents and advisors.

5) National Basketball Association.

5. **Adjournment.** The meeting was adjourned at approximately 1:50 p.m.

*Board of Governors chair:  G.P. “Bud” Peterson, Georgia Institute of Technology*

*Board of Directors chair:  Eric Kaler, University of Minnesota*

*Staff liaisons:  Jacqueline Campbell, law, policy and governance*

*Diane Dickman, law, policy and governance*

*Kevin Lennon, law, policy and governance*

*Donald M. Remy, law, policy and governance.*
# Attendees – Board of Governors

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<thead>
<tr>
<th>Name</th>
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<tr>
<td>Eli Capilouto</td>
<td>University of Kentucky</td>
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<td>LTG. Robert Caslen, Jr.</td>
<td>United States Military Academy</td>
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<td>Philip DiStefano</td>
<td>University of Colorado, Boulder</td>
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<td>Jeffrey Docking</td>
<td>Adrian College</td>
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<td>Mark Emmert</td>
<td>NCAA</td>
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<td>Burns Hargis</td>
<td>Oklahoma State University</td>
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<td>Dianne Harrison</td>
<td>California State University, Northridge</td>
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<td>Sue Henderson</td>
<td>New Jersey City University</td>
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<td>Susan Herbst</td>
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<td>Shantey Hill</td>
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<td>Blake James</td>
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<td>Glendell Jones, Jr.</td>
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<td>Eric Kaler</td>
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<td>Ronald K. Machtley</td>
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<td>Pennie Parker</td>
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<td>Bud Peterson</td>
<td>Georgia Institute of Technology</td>
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<td>Samuel Stanley</td>
<td>Stony Brook University</td>
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<td>Denise Trauth</td>
<td>Texas State University</td>
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<tr>
<td>Satish Tripathi</td>
<td>University at Buffalo, The State University of New York</td>
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# Attendees – Division I Board of Directors

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Frank Bonner</td>
<td>Gardner-Webb University</td>
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<tr>
<td>Brady Bramlet</td>
<td>University of Mississippi, NCAA Division I Student-Athlete Advisory Committee</td>
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<tr>
<td>Dean Bresciani</td>
<td>North Dakota State University</td>
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<td>Christine Copper</td>
<td>United States Naval Academy</td>
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<tr>
<td>Philip DuBois</td>
<td>University of North Carolina at Charlotte</td>
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<td>Anthony J. Frank</td>
<td>Colorado State University</td>
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<td>James J. Maher C.M.</td>
<td>Niagara University</td>
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<td>Jane Miller</td>
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<td>Michael Rao</td>
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# Absentees

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<tr>
<td>Andrew Hugine, Jr.</td>
<td>Alabama A&amp;M University</td>
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# College Basketball Commission

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<tr>
<th>Name</th>
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<tr>
<td>Mary Sue Coleman</td>
<td>Association of American Universities</td>
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<td>General Martin E. Dempsey</td>
<td>USA Basketball</td>
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<tr>
<td>Jeremy Foley</td>
<td>University of Florida Athletic Association</td>
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<tr>
<td>Jeffrey A. Hathaway</td>
<td>Hofstra University</td>
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<tr>
<td>Grant Hill</td>
<td>Atlanta Hawks</td>
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Rev. John I. Jenkins, University of Notre Dame  
Mike Montgomery, Sports Analyst, PAC-12 Network and Westwood One  
Condoleezza Rice, Stanford University  
David Robinson, Admiral Capital Group  
Kathryn Ruemmler, Latham & Watkins LLP  
Gene Smith, The Ohio State University  
John Thompson III, National Association of Basketball Coaches

**Guests**
- Eric Bormann, Trailrunner International  
- Lynn Durham, Georgia Institute of Technology  
- Lauren DiGeronimo, Trailrunner International  
- LTC Charles Kean, United States Military Academy  
- Noah Knight, University of Missouri, Kansas City, Division I SAAC  
- Kurt Schliemann, Trailrunner International  
- Virginia Seitz, Sidley Austin Corporation  
- Jim Wilkinson, Trailrunner International

**NCAA staff in attendance**
- Jacqueline Campbell, Diane Dickman, Kevin Lennon and Donald Remy  

**Other NCAA staff in attendance**
- Katrice Albert, Scott Bearby, Joni Comstock, Jon Duncan, Dan Dutcher, Kimberly Fort, Jenn Fraser, Dan Gavitt, Terri Gronau, Brian Hainline, Michelle Hosick, Charnele Kemper, Oliver Luck, Kathleen McNeely, Stacey Osburn, Kris Richardson, Dave Schnase, Cari Van Senus and Bob Williams

*Report is not final until approval of the Board of Governors and Division I Board of Directors.*
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **NCAA High School Review Committee Appointment.** The Administrative Committee approved the appointment of Dr. Eddie Price, Deputy Superintendent Johnston County Public Schools (NC), to fill the secondary school member vacancy on the committee, effective July 1.

2. **Extension of Term for the Heartland Conference Representative on the Division II Management Council.** The term of the Heartland Conference representative (Griz Zimmermann) on the NCAA Division II Management Council is scheduled to conclude at the adjournment of the Division II Business Session at the 2019 NCAA Convention. However, due to the announcement that the Heartland Conference will cease to exist after the 2018-19 year, the Administrative Committee approved extending Mr. Zimmermann’s term until June 30, 2019, to align with the dissolution of the conference.

3. **Report and Recommendations from the Commission on College Basketball and Framework for Division II to Address These Recommendations.** The Administrative Committee discussed the recommendations from the Commission on College Basketball and the potential impact of these recommendations in Division II. The committee endorsed a framework for next steps for Division II, as follows:

   a. Division II will track the Division I changes and recommend legislative and/or policy changes that are similar (if not the same) as the Division I changes for the areas that impact Division II (e.g., agents, nonscholastic basketball).

   b. Division II will follow its normal legislative process, where applicable. However, if needed, the NCAA Division II Presidents Council may adopt emergency legislation.

   c. The Presidents Council must sponsor legislation by September 1 for it to be before the Division II membership at the next annual Convention. The Presidents Council shall gather via teleconference following the NCAA Division I Board of Directors and Board of Governors meetings in August to review the action taken and determine what (if any) legislative changes need to be sponsored for the January 2019 Convention.
d. Several Division II committees (e.g., Academic Requirements Committee, Legislation Committee, Championships Committee) will be meeting this summer and will discuss the recommendations of the commission and receive updates on the work of Division I and will provide feedback to the Management Council and Presidents Council for its review and consideration during its summer meetings.

e. The NCAA Division II Men’s Basketball Committee will be asked to gather via teleconference(s) this summer to review the recommendation of the basketball commission and provide its feedback. Division II also will reach to the National Association of Basketball Coaches (Division II Congress) for feedback.

f. Division II will work with the Board of Governors, the Division I Board of Directors and the NCAA Division III Presidents Council on the recommendation to add five independent public members to the Board of Governors.

Committee Chair: Glen Jones Jr., Henderson State University
Staff Liaison(s): Terri Steeb Gronau, Division II Governance
                  Maritza S. Jones, Division II Governance

<table>
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<tr>
<th>Division II Administrative Committee</th>
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<td>May 2, 2018, Teleconference</td>
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Attendees:
Cynthia Jackson-Hammond, Central State University.
Glen Jones, Henderson State University.
Gary Olson, Daemen College.
Eric Schoh, Winona State University.

Absentees:
Pennie Parker, Rollins College.

Guests in Attendance:
None.

NCAA Staff Support in Attendance:
Terri Steeb Gronau and Maritza Jones.

Other NCAA Staff Members in Attendance:
Geoff Bentzel, Ryan Jones, Stephanie Quigg Smith and Jill Waddell.
1. On June 4, 2018, the Division II Administrative Committee approved the following appointments to Division II committees, effective immediately:

   a. Division II Student-Athlete Advisory Committee (two immediate vacancies). **Grant Foley**, men's soccer, Delta State University; and **Austin Jeter**, baseball, Morehouse College.

   b. Division II Management Council. Assignments as follows:

      (1) **Chris Graham.** Appointed as chair of the Convention Planning Project Team to replace Kim Duyst, who has resigned from the Management Council, effective June 5.

      (2) **Jim Johnson.** Appointed as liaison to the Division II Athletics Director Association due to his role as president elect of that association, effective immediately.

      (3) **Mike Cerino.** Appointed as a Management Council representative to the Division II Championships Committee to replace Kim Duyst, who has resigned from the Management Council, effective June 5.
ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. **2018-19 Division II Draft Priorities.** The Administrative Committee reviewed the draft form of the 2018-19 Division II Priorities, to be presented to the Management Council and Presidents Council at their summer meetings.

2. **Recommendations from the Association-Wide Issues Topical Group.** The Administrative Committee discussed the concepts from the Association-Wide Issues Topical Group created to address the recommendations from the Commission on College Basketball. The concepts relate to the addition of independent members to the NCAA Board of Governors and the annual certification of compliance. The committee supported the concepts as presented and recommended a $5,000 penalty for failure to complete the annual certification of compliance forms as that fine is more consistent with other Division II legislated fines for failure to complete a process.

*Committee Chair:* Glen Jones Jr., Henderson State University  
*Staff Liaison(s):* Terri Steeb Gronau, Division II Governance  
Maritza S. Jones, Division II Governance

| Division II Administrative Committee  
| May 2, 2018, Teleconference  

**Attendees:**
Cynthia Jackson-Hammond, Central State University.
Glen Jones, Henderson State University.
Gary Olson, Daemen College.
Pennie Parker, Rollins College.
Eric Schoh, Winona State University.

**Absentees:**
None.

**Guests in Attendance:**
None.

**NCAA Staff Support in Attendance:**
Terri Steeb Gronau and Maritza Jones.

**Other NCAA Staff Members in Attendance:**
Madison Arndt, Ryan Jones, Stephanie Quigg Smith and Jill Waddell.
Division II University

Division II University was successfully launched in May 2018 with the coaches education program. At the 2019 NCAA Convention, the membership will vote on whether required education in the new system should replace the current coaches recruiting exam beginning in the 2019-20 academic year. Promoting the system, training the membership on its use and identifying priorities for the development of additional educational tools will continue through the next year.

Division II Strategic Plan

The division will conduct a midterm assessment of the 2015-21 strategic plan, during which stakeholders will review the results of the Division II membership census and provide feedback to the Division II Planning and Finance Committee about the various goals. An updated version of the plan will be distributed at the 2019 NCAA Convention. The Planning and Finance Committee also will track progress on the Association-wide strategic plan to ensure that the divisional plan is consistent with the overall direction of the Association.

Health and Safety

The division remains committed to collaborating with the Sport Science Institute to enhance student-athlete health and safety. Focus areas this year include:

- Increasing the number of institutions that voluntarily participate in the NCAA Injury Surveillance Program in order to ensure data are available to inform decisions regarding injury prevention policies and practices.

- Continuing to partner with the Gordie Center for Substance Abuse Prevention to host a Division II-specific APPLE Training Institute in spring 2019 and provide funding for administrator and student-athlete teams from 40 Division II colleges and universities to attend.

- Exploring whether to require Division II schools to complete a health and safety survey regarding the organizational and administrative aspects of athletics health care delivery. Results would be incorporated into the Institutional Performance Program and allow institutions to make comparisons with institutional peer groups.
Inclusion

- Work with the NCAA office of inclusion to implement initiatives that support Association-wide goals and priorities and promote available resources to Division II institutions and conferences.

- Continue to help the Division II Conference Commissioners Association and Division II Athletics Directors Association identify and implement their own initiatives, including potential steps to optimize the role of the senior woman administrator.

- Work with members to make them aware of new opportunities. For the first time, Division II will fund attendance of teams from more than 40 Division II institutions to the NCAA Inclusion Forum. Each team will develop an institution-specific action plan to enhance diversity and inclusion on campus.

2018 Fall Championships Festival

The division will conduct its 11th National Championships Festival from Nov. 27 to Dec. 1 in Pittsburgh to crown champions in men’s and women’s cross country, field hockey, men’s and women’s soccer, and women’s volleyball. The festivals represent the largest gathering of student-athletes of any NCAA championship event (this year’s will celebrate the achievements of nearly 1,000 Division II student-athletes), and they continue to be the only NCAA event at which six team champions are crowned at a single site.

Life in the Balance and Make It Yours

Life in the Balance — a phrase created in 2005 to summarize the Division II philosophy that highlights the division’s exceptional academics, high-level athletics competition and community/campus engagement — will be emphasized to promote the Division II student-athlete experience. It’s not just a phrase, it’s part of the Division II philosophy.

The division also will continue to promote the Make It Yours brand to conferences and member institutions, while expanding promotional efforts to include external constituents such as high school and travel team coaches, prospective student-athletes and their parents, and guidance counselors.

Regular-Season Media Coverage

Division II will launch a new regular-season media agreement this academic year to continue to promote the division, its Life in the Balance philosophy and the Make It Yours brand. The agreement will once again feature dozens of regular-season contests in several sports throughout the country.
SAAC Initiatives

- Promote CPR and AED certification within conferences and on campuses.
- Through the Love2Play initiative, encourage children to play multiple sports and to have fun while they play.
- Explore ways to strengthen the division’s partnerships with Team IMPACT and Make-A-Wish.
- Continue to talk about mental health and determine how SAAC can help stop the stigma and raise awareness.
- Participate in the annual Student-Athlete Day of Action with Division II conferences and institutions to speak out against sexual assault.
- Continue to discuss voluntold activities (activities that are not technically required but carry consequences if skipped) and determine next steps.
Attached are the legislative drafts of the proposals being sponsored by the NCAA Division II Presidents Council for the 2019 NCAA Convention for your review. Proposal Nos. 2019-1, 2019-2, 2019-3 and 2019-4 are new for your review in legislative format. These proposals were previously reviewed and approved by the NCAA Division II Management Council and NCAA Division II Presidents Council in concept, but have not yet been approved in legislative form.
Title: PERSONNEL -- CERTIFICATION TO RECRUIT OFF-CAMPUS -- REGULATIONS -- ANNUAL CERTIFICATION REQUIREMENT -- CERTIFICATION ADMINISTRATION -- REQUIRED COMPLETION OF EDUCATIONAL MODULES

Conventional Year: 2019

Effective Date: April 1, 2019, for certifications of coaches for the 2019-20 academic year, and thereafter.

Proposal Number: 2019-1

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Category: Presidents Council

Topical Area: Personnel

Status: Ready for Consideration by Management Council

Intent: To amend Bylaw 11.6.1.1 (certification administration), as follows: (1) to require all coaches to annually complete specific educational modules as determined by the Legislation Committee; (2) to prohibit off-campus recruiting until the coach successfully completes the required educational modules; and (3) to prohibit the directing, supervising or observing of countable athletically related activities until the coach successfully completes the required educational modules.

Bylaws: Amend 11.6, as follows:

11.6 Certification to Recruit Off Campus Coaches Certification Requirement

11.6.1 Regulations. The provisions of this section apply to all sports.

11.6.1.1 Annual Certification Requirement. Only those coaches who have been certified may contact or evaluate any prospective student-athletes off campus. Certification must occur on an annual basis.

11.6.1.1 Certification Administration. Such certification procedures shall be established by the NCAA national office in a standardized format and administered for its member institutions by the member conferences of the Association or, in the case of an independent institution, by the NCAA national office or the conference office that administers the National Letter of Intent for that institution. Such certification procedures shall include a requirement that the coaches shall have passed a standardized national test covering NCAA recruiting legislation, including Bylaw 13 and other bylaws (e.g., Bylaws 13.5 [terms and conditions of awarding institutional financial aid] and 14.3 [freshman academic requirements]) that relate to the recruitment of prospective student-athletes as a condition for being permitted to engage in off-campus recruiting Legislation Committee and shall include a requirement that coaches complete designated educational modules as a condition for being permitted to:

(a) Engage in off-campus recruiting of prospective student-athletes; and

(b) Direct, supervise or observe countable athletically related activities.

Rationale: Under current legislation, prior to being able to engage in off-campus recruiting, a coach must pass the annual coaches certification test. During the 2015-16 academic year, various committees through the Division II governance structure supported the development of a comprehensive online coaches’ education program that will deliver legislative and health and safety related content. This recommendation accounts for the new online coaches’ educational program, Division II University, and would require coaches to successfully complete specific educational modules every year before being permitted to recruit off campus and direct, supervise or observe countable athletically related activities.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Presidents Council Legislation for the 2019 NCAA Convention

Apr 10, 2018:  Approved in Concept - Management Council
Apr 24, 2018:  Approved in Concept - Presidents Council
Title: AMATEURISM -- GENERAL REGULATIONS -- PERMISSIBLE -- FOLLOWING INITIAL FULL-TIME COLLEGIATE ENROLLMENT -- ACTUAL AND NECESSARY EXPENSES FROM AN OUTSIDE AMATEUR SPORTS TEAM OR ORGANIZATION -- DONATIONS FROM OUTSIDE SPONSORS -- INSTITUTIONAL STAFF MEMBERS

Convention Year: 2019

Effective Date: August 1, 2019

Proposal Number: 2019-2

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Category: Presidents Council

Topical Area: Amateurism

Status: Ready for Consideration by Management Council

Intent: To permit a student-athlete to receive actual and necessary expenses from an institutional staff member to participate as a member of an outside team.

Bylaws: Amend 12.1.3, as follows:

12.1.3 Permissible -- Following Initial Full-Time Collegiate Enrollment. Following initial full-time collegiate enrollment, participation in the following activities and receipt of the following benefits will not jeopardize the amateur status of an individual:

[12.1.3-(a) through 12.1.3-(b) unchanged.]

   (1) Donations From Outside Sponsors. An individual who participates in a sport as a member of a team may receive actual and necessary expenses for competition and practice held in preparation for such competition (directly related to the competition and conducted during a continuous time period preceding the competition) from an outside sponsor (e.g., neighbor, business, institutional staff member) other than an agent, representative of an institution's athletics interests or professional sports organization. An individual who participates in a sport as an individual (not a member of a team) may receive actual and necessary expenses associated with an athletics event and practice immediately preceding the event, from an outside sponsor (e.g., neighbor, business, institutional staff member) other than an agent, representative of an institution's athletics interests or professional sports organization.

[12.1.3-(c) through 12.1.3-(g) unchanged.]

Rationale: Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation permits an individual to receive actual and necessary expenses from an outside sponsor other than an agent, a representative of an institution's athletics interests or professional sports organization. This proposal provides the opportunity for enrolled student-athletes to seek out additional permissible financial resources from institutional staff members to support their athletics aspirations without compromising the fundamental purpose of the collegiate model. It would remain impermissible for a student-athlete to receive expenses from an agent, representative of an institution's athletics interests or professional sports organization.

Review History:

   Mar 6, 2018: Recommends Approval - Legislation Committee
   Apr 10, 2018: Approved in Concept - Management Council
Presidents Council Legislation for the 2019 NCAA Convention

Apr 24, 2018: Approved in Concept - Presidents Council
Title: ELIGIBILITY -- GENERAL ELIGIBILITY REQUIREMENTS -- VALIDITY OF ACADEMIC CREDENTIALS -- PRE-ENROLLMENT ACADEMIC MISCONDUCT

Convention Year: 2019

Effective Date: August 1, 2019, for student-athletes enrolling in an NCAA Division II institution on or after August 1, 2019.

Proposal Number: 2019-3

Source: NCAA Division II Presidents Council [Management Council (Academic Requirements Committee)].

Category: Presidents Council

Topical Area: Eligibility

Status: Ready for Consideration by Management Council

Intent: To amend Bylaw 14.1.2.1 (pre-enrollment academic misconduct) to define and clarify pre-enrollment academic misconduct activities, the individuals to whom the activities apply and violations of such activities, as specified.

Bylaws: Amend 14.1.2. as follows:

14.1.2 Validity of Academic Credentials. As a condition and obligation of membership, it is the responsibility of a member institution to determine the validity of the information on which the eligibility of a student-athlete is based. An institution is responsible for determining the validity of a student-athlete's academic record. Therefore, it is the responsibility of a member institution to determine whether a transcript is valid for purposes of applying appropriate NCAA legislation to the eligibility of a student-athlete when the institution receives notification, or otherwise, has cause to believe, that a student-athlete's high school, college-preparatory school or two-year college transcript is not valid.

14.1.2.1 Pre-Enrollment Academic Misconduct. A prospective student-athlete, student-athlete, representative of athletics interests or a current or former institutional staff member, which includes any individual who performs work for the institution or the athletics department even if he or she does not receive compensation for such work, shall not engage in the following conduct shall not:

(a) Knowing involvement in arranging for fraudulent academic credit or false transcripts Arrange for a false or inaccurate academic record (e.g., courses, grades, credits, transcripts, test scores) for a prospective student-athlete;

(b) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or an institution's admissions office regarding an individual's a prospective student-athlete's academic record (e.g., schools attended, completion of coursework, grades and test scores); or

(c) Fraudulence or misconduct in connection with entrance or placement examinations.

[14.1.2.2 through 14.1.2.5 unchanged.]

Rationale: Following a review of post-enrollment academic misconduct, the committee reviewed pre-enrollment academic misconduct. Current process permits reviewing high schools, programs and courses (NCAA High School Review Committee), as well as the validity of academic credentials (NCAA Student Records Review Committee). In addition, current process permits investigating potential institutional involvement in violations of NCAA legislation. This proposal extends the application of pre-enrollment academic misconduct to representatives of athletics interests, similar to post-enrollment academic misconduct, emphasizing institutional accountability and the importance of academic integrity in intercollegiate athletics. Further, it clarifies which academic credentials are subject to the pre-enrollment
academic misconduct analysis, recognizing that misconduct may involve any component of a prospective student-athlete’s academic record (e.g., courses, grades, credits, transcripts, test scores).

Review History:

Feb 15, 2018: Recommends Approval - Academic Requirements Committee
Apr 10, 2018: Approved in Concept - Management Council
Apr 24, 2018: Approved in Concept - Presidents Council
Title: EXECUTIVE REGULATIONS -- ELIGIBILITY FOR CHAMPIONSHIPS -- INELIGIBILITY FOR USE OF BANNED DRUGS -- BANNED DRUGS -- ALIGNMENT OF NCAA BANNED DRUG CLASSES WITH WORLD ANTI-DOPING AGENCY’S LIST OF PROHIBITED DRUG CLASSES

Convention Year: 2019

Effective Date: August 1, 2019

Proposal Number: 2019-4

Source: NCAA Division II Presidents Council [Management Council (Committee on Competitive Safeguards and Medical Aspects of Sports)].

Category: Presidents Council

Topical Area: Executive Regulations

Status: Ready for Consideration by Management Council

Intent: To amend all legislated references of NCAA banned drug classes to align with the World Anti-Doping Agency (WADA) list of prohibited classes with the exception of the glucocorticoid class, as specified.

A. Bylaws: Amend 18.4.1.4, as follows:

18.4.1.4 Ineligibility for Use of Banned Drugs. A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class, as set forth in Bylaw 31.2.3.1, shall be declared ineligible for further participation in postseason and regular-season competition in accordance with the ineligibility provisions in this bylaw.

18.4.1.4.1 Penalty -- Banned Drug Classes Other Than "Illicit Drugs: Cannabinoids and Narcotics." A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in a banned drug class other than "Illicit drugs: Cannabinoids and Narcotics" (in accordance with the testing methods authorized by the Board of Governors), shall be charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or she has participated in intercollegiate competition during the same academic year. The student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the student-athlete’s positive drug test specimen and until he or she tests negative (in accordance with the testing methods authorized by the Board of Governors).

18.4.1.4.1.1 Second Positive Test. If a student-athlete who previously tested positive for the use of a substance in a banned drug class other than "Illicit drugs: Cannabinoids and Narcotics" tests positive a second time for the use of a substance in a banned drug class other than "Illicit drugs: Cannabinoids and Narcotics", he or she shall lose all remaining regular-season and postseason eligibility in all sports. If a student-athlete who previously tested positive for the use of a substance in a banned drug class other than "Illicit drugs: Cannabinoids and Narcotics" tests positive for the use of a substance in the banned drug class "Illicit drugs: Cannabinoids and Narcotics" he or she shall be ineligible for competition for 50 percent of a season in all sports (the first 50 percent of regular-season contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative (in accordance with the testing methods authorized by the Board of Governors).

18.4.1.4.2 Penalty -- "Illicit Drugs: Cannabinoids or Narcotics." A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class "Illicit drugs: Classes Cannabinoids or Narcotics" (in accordance with the testing methods authorized by the Board of Governors) shall be ineligible for competition during 50 percent of a season of competition in all sports (i.e., 50 percent of all contests or dates of competition in the season following the positive test). The student-athlete shall remain ineligible until the prescribed penalty is fulfilled and he or she tests negative (in accordance with the testing methods authorized by the Board of Governors).
18.4.1.4.2 Second Positive Test. If a student-athlete who previously tested positive for the use of a substance in the banned drug class "illicit drugs: classes cannabinoids or narcotics" tests positive a second time for the use of a substance in the banned drug class "illicit drugs: classes cannabinoids or narcotics", he or she shall be charged with the loss of one additional season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or she has participated in intercollegiate competition during the same academic year. The student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (365 days) after the collection of his or her second positive drug-test specimen or until the period of ineligibility for any prior positive drug tests has expired, whichever occurs later. If a student-athlete who previously tested positive for the use of a substance in the banned drug class "illicit drugs: classes cannabinoids or narcotics" tests positive for use of a substance in a banned drug class classes cannabinoids or narcotics, he or she shall be charged with the loss of ineligibility for one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 14.2.4.1, if he or she has participated in intercollegiate competition during the same academic year. The student-athlete shall remain ineligible for all regular-season and postseason competition during the time period ending one calendar year (i.e., 365 days) after the collection of the student-athlete's positive drug test specimen and until he or she tests negative (in accordance with the testing methods authorized by the Board of Governors).

18.4.1.4.3 Breach of NCAA Drug-Testing Program Protocol. A student-athlete who is in breach of the NCAA drug-testing program protocol (e.g., no show) shall be considered to have tested positive for the use of any drug other than an "illicit drug: a cannabinoid or narcotic.

[18.4.1.4.3 unchanged.]

[18.4.1.4.4 through 18.4.1.4.7 unchanged.]

B. Administrative: Amend 31.2.3.1, as follows:

31.2.3.1 Banned Drugs. The following is the list of banned-drug classes, which aligns with the World Anti-Doping Agency (WADA) list of prohibited classes, with the exception of the glucocorticoid class. The Committee on Competitive Safeguards and Medical Aspects of Sports (or a designated subcommittee) has the authority to identify banned drugs within each class. The institution and student-athletes shall be held accountable for all drugs within the banned-drug classes regardless of whether they have specifically identified.

(a) Stimulants;

(b) Anabolic agents;

(c) Alcohol and beta blockers (banned for rifle only);

(d) Diuretics and other masking agents;

(e) Illicit drugs Cannabinoids (marijuana and THC);

(f) Peptide hormones and analogues;

(g) Anti-estrogens Hormone and metabolic modulators; and

(h) Beta-2 agonists; and

(i) Narcotics.

[31.2.3.1.1 through 31.2.3.1.2 unchanged.]

C. Administrative: Amend 31.2.3.2, as follows:

31.2.3.2 Medical Exceptions. Exceptions to the prohibition of use of any substance in the banned-drug classes of stimulants, anabolic agents, alcohol and beta blockers (for rifle only), diuretics and other masking agents, peptide hormones and analogues, anti-estrogens hormone and metabolic modulators, and beta-2 agonists.
may be made by the Board of Governors for those student-athletes with a documented medical history demonstrating the need for regular use of such a drug.

**Rationale:** The recommendation to align NCAA banned drug classes with WADA’s prohibited classes, with the exception of the glucocorticoid class, allows the NCAA to defer updates to this list to WADA experts and helps avoid confusion for student-athletes competing in both NCAA and international competition. The committee determined that glucocorticoids are anti-inflammatory agents, used commonly in sports medicine, and have very low risk as performance enhancing drugs.

**Review History:**

- **Dec 12, 2017:** Recommends Approval - Committee on Competitive Safeguards and Medical Aspects of Sports
- **Apr 10, 2018:** Approved in Concept - Management Council
- **Apr 24, 2018:** Approved in Concept - Presidents Council
SUPPLEMENT NO. 9
PROPOSED LEGISLATION FOR THE 2019 CONVENTION
SUBMITTED BY THE DII MEMBERSHIP

WILL BE UPLOADED SUBSEQUENT TO THE LEGISLATIVE DEADLINE.

THIS SUPPLEMENT WILL BE DISTRIBUTED TO THE COUNCIL AT THE MEETING.
Attached are noncontroversial proposals. Proposal Nos. NC-2019-11 through NC-2019-28 are new for you to review in legislative form. These proposals have been approved by the NCAA Division II Management Council in concept but have yet to be approved in legislative form.

The Management Council has determined, pursuant to NCAA Constitution 5.3.1.1.1, that the following proposals are noncontroversial and necessary to promote the normal and orderly administration of the Association's legislation.

The Management Council, by a three-fourths majority of its members present and voting, shall have the authority to adopt noncontroversial amendments. Proposals that are ratified by the Management Council shall be effective as of the date the proposal is posted on LSDBi. Once ratified, the proposals will be submitted by the Management Council as legislation at the 2019 NCAA Convention.
Title: ELIGIBILITY -- GENERAL ELIGIBILITY REQUIREMENTS -- FULL-TIME ENROLLMENT -- EXCEPTIONS -- FINAL SEMESTER/QUARTER -- FINAL TERM BEFORE EXPERIENTIAL LEARNING REQUIREMENT

Convention Year: 2019

Effective Date: August 1, 2018

Proposal Number: NC-2019-1

Source: NCAA Division II Management Council (Academic Requirements Committee).

Category: Noncontroversial

Topical Area: Eligibility

Status: Ready for Ratification Convention Vote

Intent: To specify that a student-athlete may practice and compete while enrolled in less than a minimum full-time program of studies during the final semester or quarter of the student’s baccalaureate degree program before participating in an experiential learning requirement (e.g., student-teaching, internship, clinical, capstone project) in the following term, provided the student-athlete is carrying (for credit) all courses necessary to complete degree requirements as determined by the faculty of the institution, other than the experiential learning requirement.

Bylaws: Amend 14.1.7.1, as follows:

14.1.7.1 Requirement for Practice or Competition. To be eligible for practice or competition, a student-athlete shall be enrolled in at least a minimum full-time program of studies leading to a baccalaureate or equivalent degree as defined by the institution, which for purposes of this bylaw and its subsections shall not be less than 12-semester or -quarter hours, regardless of the institution’s definition of a minimum full-time program of studies. [D for practice only]

[14.1.7.11 through 14.1.7.17 unchanged.]

14.1.7.1.4 Final Term Before Experiential Learning Requirement. A student-athlete may compete or practice while enrolled in less than a minimum full-time program of studies in the final semester or quarter of the student’s baccalaureate degree program before participating in an experiential learning requirement (e.g., student teaching, internship, clinical, capstone project) in the following term, provided the student-athlete is carrying (for credit) all courses necessary to complete degree requirements as determined by the faculty of the institution, other than the experiential learning requirement. A student-athlete who uses this exception is not permitted to use the final semester/quarter exception the following semester or quarter.

[14.1.7.1.4 through 14.1.7.1.5 renumbered as 14.1.7.1.5 through 14.1.7.1.6, unchanged.]

[14.1.7.1.8 unchanged.]

Additional Information:

This proposal reduces the burden on the membership by allowing institutions to use a legislative exception in lieu of a waiver process. In 2016, all less than full-time enrollment waivers for practice and competition for student-athletes in this situation were approved. These student-athletes are not provided the opportunity to use the existing final term less than full-time enrollment exception although they are completing all remaining degree requirements other than the experiential learning requirement of their degree program.

Review History:

Sep 14, 2017: Recommends Approval - Academic Requirements Committee

Oct 17, 2017: Approved in Concept - Management Council
Noncontroversial Legislation

Jan 17, 2018: Approved in Legislative Format - Management Council
Noncontroversial Legislation

Title: COMMITTEES -- DIVISION II COMMITTEES -- DIVISION II GENERAL COMMITTEES -- COMMITTEE FOR LEGISLATIVE RELIEF -- COMPOSITION -- TERM OF OFFICE -- FOUR-YEAR LIMIT

Convention Year: 2019

Effective Date: Immediate, for any individual appointed or elected to the committee on or after January 1, 2018.

Proposal Number: NC-2019-2

Source: NCAA Division II Management Council (Committee for Legislative Relief).

Category: Noncontroversial

Topical Area: Committees

Status: Ready for Ratification Convention Vote

Intent: To specify that members of the Division II Committee for Legislative Relief shall be appointed or elected for one four-year term with no immediate re-election.

Bylaws: Amend 21.8, as follows:

21.8 Division II Committees.

[21.8.1 unchanged.]

21.8.2 Term of Office.

21.8.2.1 Four-Year Term. Unless otherwise specified, the Division II members of committees shall be appointed or elected for one four-year term with no immediate re-election. Unless otherwise specified, a member’s term of service shall commence on the first day of September after the member’s election or appointment.

[21.8.2.2 through 21.8.2.5 unchanged.]

[21.8.3 through 21.8.5 unchanged.]

21.8.5.4 Committee for Legislative Relief (Formerly Known as Administrative Review Subcommittee).

[21.8.5.4.1 unchanged.]

21.8.5.4.1 Term of Office. Members of the Committee for Legislative Relief shall be elected for one three-year term. An individual may be immediately re-elected to a second three-year term.

[21.8.5.4.2 through 21.8.5.4.3 unchanged.]

[21.8.5.5 through 21.8.5.9 unchanged.]

[21.8.6 unchanged.]

Additional Information:

The current term for Division II Committee for Legislative Relief members is three years with an option for immediate re-appointment for a second three-year term. This change will align the committee’s term limit with most other Division II committees, which will provide committee members with a consistent experience without detrimentally impacting the continuity of the committee.

Review History:

Sep 26, 2017: Recommends Approval - Committee for Legislative Relief
Noncontroversial Legislation

Oct 17, 2017:  Approved in Concept - Management Council
Jan 17, 2018:  Approved in Legislative Format - Management Council
Noncontroversial Legislation

**Title:** EXECUTIVE REGULATIONS -- ADMINISTRATION OF NCAA CHAMPIONSHIPS -- FAILURE TO ADHERE TO POLICIES AND PROCEDURES -- FINANCIAL PENALTIES

**Convention Year:** 2019

**Effective Date:** Immediate

**Proposal Number:** NC-2019-3

**Source:** NCAA Division II Management Council (Championships Committee).

**Category:** Noncontroversial

**Topical Area:** Executive Regulations

**Status:** Ready for Ratification Convention Vote

**Intent:** To remove specified financial penalties for failure to adhere to policies and procedures governing championships administration from the legislation and specify that the governing sport committee may assess financial penalties according to established policies and procedures, subject to review by and appeal to the Appeals Subcommittee.

**Administrative:** Amend 31.1.9, as follows:

31.1.9 Failure to Adhere to Policies and Procedures.

31.1.9.1 Financial Penalties. **A Pursuant to established policies and procedures, a** governing sports committee may assess a financial penalty against an institution for failure of any of its representatives to adhere to the policies and procedures governing championships administration, subject to review by and appeal to the Appeals Subcommittee. The institution may be assessed:

(a) One hundred dollars per team or $50 per individual, up to a $600 maximum penalty, for failure to adhere to published procedures for the submission of regular-season results, availability questionnaires and/or entry forms;

(b) One hundred dollars, cancellation of all or a portion of the Association’s travel guarantee, or all or a portion of the institution’s share of revenue distribution for failure to adhere to published managerial and administrative policies and procedures;

(c) Cancellation of all or a portion of the honorarium for hosting an NCAA championship for failure to submit the financial report within 60 days after the competition, as specified in Bylaw 31.4.11;

(d) Public or private reprimand of the institution;

(e) Disqualification of an institution for a period of time from serving as a host institution for one or more NCAA championship;

(f) Cancellation of all or a portion of the honorarium for hosting an NCAA championship or

(g) Financial or other penalties different from (a), (b) and (c) above, but only if they have prior approval of the Championships Committee.

[31.1.9.2 unchanged.]

**Additional Information:**

Moving the penalties and dollar amounts from the legislation reduces bureaucracy when modifications are required and places authority with sport committees and the Appeals Subcommittee for the well-being of the sport. The success of championships depends on adherence to established policies and procedures. At times, it is necessary to amend policies and procedures to ensure the efficient operation of a championship. Allowing sport committees to establish and adjust specific policies and financial penalties will ensure
Noncontroversial Legislation

efficient operation of championships and hold institutions accountable for failure to follow established policies and procedures. Penalties will remain subject to review by and appeal to the Appeals Subcommittee.

Review History:

- Sep 12, 2017: Recommends Approval - Championships Committee
- Oct 17, 2017: Approved in Concept - Management Council
- Jan 17, 2018: Approved in Legislative Format - Management Council
Title: EXECUTIVE REGULATIONS -- SELECTION OF TEAMS AND INDIVIDUALS FOR CHAMPIONSHIPS PARTICIPATION -- AUTOMATIC QUALIFICATION -- REQUIREMENTS -- DIVISION CHAMPIONSHIP -- CONFERENCE MEMBERSHIP REQUIREMENTS FOR SPORTS SPONSORSHIP AND AUTOMATIC QUALIFICATION

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-4

Source: NCAA Division II Management Council (Championships Committee).

Category: Noncontroversial

Topical Area: Executive Regulations

Status: Ready for Ratification Convention Vote

Intent: To clarify that to satisfy the requirements for sports sponsorship and automatic qualification, a conference must have at least six active institutions that are full conference members competing for two consecutive years in the sport; further, to specify that institutions in the membership process may not be used to satisfy these requirements.

Administrative: Amend 31.3.4.2, as follows:

31.3.4.2 Requirements -- Division Championship. To be eligible for automatic qualification in any Division II championship, a member conference must meet the following general requirements:

(c) Have at least six active members that sponsor the sport at the varsity intercollegiate level and have competed for two consecutive years in the division in which automatic qualification is sought and that are eligible for the NCAA championship, and have had at least six active members that are eligible for the NCAA championship participate in the process that determines the automatic qualifier. Institutions that are affiliate members of a conference in a particular sport may be used to satisfy the sponsorship requirement for automatic qualification in that sport. Institutions in the membership process may not be used to satisfy the sponsorship requirement for automatic qualification. Once a conference has satisfied the requirements for automatic qualification in a Division II championship set forth in Bylaws 31.3.4.1-(a) through 31.3.4.1-(c), the conference must also meet the following criteria:

Additional Information:

Incorporating the April 1, 2015, official interpretation will clarify the application of the automatic qualification legislation. Specifically, the interpretation clarifies the sports-sponsorship requirements an active member conference must meet to earn automatic qualification in a sport.

Review History:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sep 12, 2017</td>
<td>Recommends Approval - Championships Committee</td>
</tr>
<tr>
<td>Oct 17, 2017</td>
<td>Approved in Concept - Management Council</td>
</tr>
<tr>
<td>Jan 17, 2018</td>
<td>Approved in Legislative Format - Management Council</td>
</tr>
</tbody>
</table>
Noncontroversial Legislation

Title: RECRUITING -- RECRUITING CALENDARS -- WOMEN'S BASKETBALL -- DEAD PERIOD SURROUNDING THE NCAA DIVISION I WOMEN'S BASKETBALL CHAMPIONSHIP

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-5

Source: NCAA Division II Management Council (Legislation Committee).

Category: Noncontroversial

Topical Area: Recruiting

Status: Ready for Ratification Convention Vote

Intent: To amend the start of the dead period surrounding the NCAA Division I Women's Basketball Championship from Saturday to the Thursday prior to the start of the Division I Women's Basketball Championship.

Bylaws: Amend 13.17.2, as follows:

13.17.2 Women's Basketball. The following contact and evaluation periods shall apply to women's basketball:

[13.17.2-(a) through 13.17.2-(i) unchanged.]

(j) During the Saturday Thursday before the NCAA Division I Women's Basketball Championship game through Wednesday noon after the championship game: Dead Period

[13.17.2-(k) through 13.17.2-(l) unchanged.]

Additional Information:

Amending the current dead period would give Division II women's basketball coaches the opportunity to attend the Women's Basketball Coaches Association Convention and the NCAA Division I Women's Final Four without feeling they are at a recruiting disadvantage. In 2016, the Division I Women's Final Four changed its format from Sunday/Tuesday to Friday/Sunday. As a result, the current dead period does not protect these two events. This change is consistent with the intent of the original proposal that established the dead period in 2003 and is supported by the WBCA.

Review History:

Nov 7, 2017: Recommends Approval - Legislation Committee

Jan 17, 2018: Approved in Legislative Format - Management Council
Title: AWARDS AND BENEFITS -- AWARDS -- TYPES OF AWARDS, AWARDING AGENCIES, MAXIMUM VALUE AND NUMBERS OF AWARDS -- SPECIAL ACHIEVEMENT AWARDS -- SPECIALIZED PERFORMANCE IN SINGLE CONTEST OR DURING LIMITED TIME PERIOD -- PERMISSIBLE AWARDING AGENCIES -- INSTITUTION

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-6

Source: NCAA Division II Management Council (Legislation Committee).

Category: Noncontroversial

Topical Area: Awards and Benefits

Status: Ready for Ratification Convention Vote

Intent: To permit an institution to provide an award to a student-athlete for a specialized performance in a single contest or during a limited time period (e.g., player of the game, player of the week).

Bylaws: Amend Figure 16-3, as follows:

Figure 16-3 Special Achievement Awards
<table>
<thead>
<tr>
<th>Type of Award</th>
<th>Maximum Value of Award</th>
<th>Number of Times Award May Be Received</th>
<th>Permissible Awarding Agencies</th>
<th>Maximum Number of Permissible Awarding Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special attainments or contribution to team’s season (e.g., scholar-athlete,</td>
<td>$175</td>
<td>Once per category of award per year</td>
<td>Institution, Conference</td>
<td>2</td>
</tr>
<tr>
<td>most improved player, most minutes played, most valuable player)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Most valuable player — special event*</td>
<td>$325**</td>
<td>Once per event</td>
<td>Institution, Conference, Organization approved by institution or conference, Management of award program</td>
<td>Unlimited</td>
</tr>
<tr>
<td>Most valuable player — bowl game or all-star contest</td>
<td>$350</td>
<td>Once per event</td>
<td>Sponsoring entity of all-star contest or postseason bowl</td>
<td>1</td>
</tr>
<tr>
<td>Established regional/national recognition awards (e.g., Wade Trophy, Heisman</td>
<td>$325</td>
<td>Once per year per award</td>
<td>Management of award program</td>
<td>1</td>
</tr>
<tr>
<td>Trophy, Conference academic award)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trophy recognizing established national award</td>
<td>Unlimited</td>
<td>Once per year</td>
<td>Management of award program</td>
<td>1</td>
</tr>
<tr>
<td>Specialized performance in single contest or during limited time period (e.g.,</td>
<td>$80 (certificate, medal or plaque only)</td>
<td>Unlimited</td>
<td>Institution, Conference, Outside organization (e.g., local business)</td>
<td>Unlimited</td>
</tr>
<tr>
<td>player of the game, player of the week)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hometown award</td>
<td>$80</td>
<td>Unlimited</td>
<td>Group (other than institution’s booster club) located in the student-athlete’s hometown</td>
<td>Unlimited, other than institution’s booster club</td>
</tr>
<tr>
<td>Recognition of a student-athlete for community engagement achievements</td>
<td>$80</td>
<td>Unlimited</td>
<td>Institution, Organization/Entity in the institution’s community</td>
<td></td>
</tr>
<tr>
<td>Conference student-athlete of the year award</td>
<td>$350</td>
<td>Once per year for one male student-athlete and one female student-athlete</td>
<td>Conference</td>
<td>1</td>
</tr>
<tr>
<td>Conference scholar-athlete of the year award</td>
<td>$350</td>
<td>Once per year for one male student-athlete and one female student-athlete</td>
<td>Conference</td>
<td>1</td>
</tr>
</tbody>
</table>

* The award recipient must be selected by a recognized organization approved by a member institution or conference.

** Each permissible awarding agency is subject to a separate $325 limit per award. Each awarding agency may provide only a single award for each event to each student-athlete.
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Additional Information:

The intent of NCAA Division II Proposal No. 2018-3 (awards and benefits -- awards -- application of awards legislation and types of awards, awarding agencies, maximum value and numbers of awards -- awards received for participation while not representing the institution and increase in maximum values) is to provide the permissible awarding agencies (i.e., conference, outside organization (e.g., local business)) with additional flexibility with the type of award that can be provided for a specialized performance in a single contest or a during limited time period (e.g., player of the game, player of the week). This change is recommended based on feedback from the membership that institutions should also be permitted to provide such an award. This change would become effective immediately regardless of whether Proposal No. 2018-3 is adopted.

Review History:

Nov 7, 2017: Recommends Approval - Legislation Committee
Jan 17, 2018: Approved in Legislative Format - Management Council
Noncontroversial Legislation

Title: MEMBERSHIP -- DIVISION II MEMBERSHIP PROCESS -- DETERMINATION OF STANDING IN THE MEMBERSHIP PROCESS -- ALIGNMENT OF LEGISLATION WITH MEMBERSHIP PROCESS POLICIES AND PROCEDURES

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-7
Source: NCAA Division II Management Council (Membership Committee).
Category: Noncontroversial
Topical Area: Membership
Status: Ready for Ratification Convention Vote

Intent: To specify that an institution's failure to meet a membership process requirement should be addressed through an appeal to the Membership Committee following the July in-person committee meeting.

Bylaws: Amend 20.2.3, as follows:

20.2.3 Determination of Standing in the Membership Process.

20.2.3.1 Failure to Meet Membership Requirements. An institution in the membership process failing to meet and maintain the conditions set forth in Bylaw 20.2 and its subsections may be required to complete an additional year of the provisional period or have its membership terminated may be removed from the membership process by a two-thirds vote of the Membership Committee members present and voting. A notice of intention to terminate remove an institution from the membership process stating the grounds on which such an action will be based, shall be given in writing to the president or chancellor of the institution in the membership process.

20.2.3.2 Waiver of Membership Process Requirements. An institution may appeal to the Membership Committee for a waiver of the requirements of the Division II membership process based on a failure to meet the requirements due to circumstances beyond the control of the institution. The appeal must be filed by June 1 following the academic year for which the institution is seeking relief. For purposes of this bylaw, the academic year is defined as September 1 through May 31. The Membership Committee has the authority to waive the requirements of the membership process due to circumstances outside the control of the institution.

20.2.3.3 Termination and Cessation of Rights and Privileges. All rights and privileges of an institution in the membership process shall cease on any termination of membership in the provisional period. Any institution in the membership process whose membership in the membership process after a period of membership in the provisional period is terminated may reapply to enter the membership process after period of one year.

20.2.3.4 Discipline of Member Conference. During the membership process, disciplinary or corrective actions other than termination of membership, may be imposed on a member conference that includes an institution(s) that fails to fulfill the requirements of the membership process set forth in Bylaw 20.2 and its subsections.

Additional Information:

The current legislation does not align with the policies and procedures for evaluating the status of institutions in the membership process. Specifically, current legislation indicates that an institution may proactively request a waiver of a specific requirement of the membership process; however, the policies and procedures governing the membership process indicate that an institution's failure to meet a membership process requirement should be addressed through an appeal of the committee's decision regarding the institution's
status following the July in-person committee meeting. This change will ensure consistency and clarity regarding the determination of status for institutions in the membership process.

**Review History:**

- **Nov 9, 2017:** Recommends Approval - Membership Committee
- **Jan 17, 2018:** Approved in Concept - Management Council
- **Apr 10, 2018:** Approved in Legislative Format - Management Council
Noncontroversial Legislation

Title: COMMITTEES -- ASSOCIATION-WIDE COMMITTEES -- GENERAL COMMITTEES -- RESEARCH COMMITTEE -- DUTIES

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-8
Source: NCAA Division II Management Council (Research Committee).
Category: Noncontroversial
Topical Area: Committees
Status: Ready for Ratification Convention Vote
Intent: To amend the duties of the Research Committee to reflect the current scope of the committee's work.

Bylaws: Amend 21.2.7, as follows:

[Common provision, all divisions, divided vote]

21.2.7 Research Committee.

[21.2.7.1 unchanged.]

21.2.7.2 Duties. The committee shall:

(a) Evaluate, supervise and coordinate the Association’s research activities; Promote and encourage graduate student research on psychosocial aspects of intercollegiate athletics by administering the Association’s Graduate Student Research Grant Program;

(b) Make recommendations to the Board of Governors regarding expenditures of Association funds for research projects; and Assist staff in the evaluation of data-sharing requests submitted by the membership, as needed;

(c) Make recommendations to the Council concerning research topics in intercollegiate athletics; Study and make recommendations to the NCAA research staff and governance committees concerning opportunities for Association or collaborative research at the nexus of higher education and athletics;

(d) Confer with research staff on issues related to the Research Review Board, its policies and standard operating procedures; and

(e) Monitor progress of the most significant research endeavors undertaken by the NCAA research staff at the behest of the Association.

Additional Information:

The Research Committee duties were last updated in 1998. Since that time, the NCAA has begun to gather and analyze an enormous amount of student-athlete, institutional and financial data. The speed at which such data are collected has increased rapidly over the last two decades. As such, the role of the Research Committee has changed, and the revised duties more accurately reflect the current scope of the committee’s work.

Review History:

Sep 29, 2017: Recommends Approval - Research Committee
Noncontroversial Legislation

Jan 17, 2018:  Approved in Concept - Management Council
Apr 10, 2018:  Approved in Legislative Format - Management Council
Title: NCAA MEMBERSHIP -- ACTIVE MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- CONCUSSION MANAGEMENT PLAN -- PROCESS PRESCRIBED BY NCAA BOARD OF GOVERNORS

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-9

Source: NCAA Division II Management Council.

Category: Noncontroversial

Topical Area: Membership

Status: Ready for Ratification Convention Vote

Intent: To require, as a condition and obligation of NCAA membership, that an institution have a concussion management plan that adheres to the process and format (e.g., the concussion protocol checklist) prescribed by the NCAA Board of Governors or designee; further, to require annual review of the concussion management plan by the institution’s athletics health care administrator.

Constitution: Amend 3.3.4.16, as follows:

3.3.4.16 Concussion Management Plan. An active member institution shall have a concussion management plan for its student-athletes. The plan shall adhere to the process and format (e.g., the concussion protocol checklist) prescribed by the Board of Governors or designee and include, but is not limited to, the following: (D)

(a) An annual process that ensures student-athletes are educated about the signs and symptoms of concussions. Student-athletes must acknowledge that they have received information about the signs and symptoms of concussions and that they have a responsibility to report concussion-related injuries and illnesses to a medical staff member;

(b) A process that ensures a student-athlete who exhibits signs, symptoms or behaviors consistent with a concussion shall be removed from athletics activities (e.g., competition, practice, conditioning sessions) and evaluated by a medical staff member (e.g., sports medicine staff, team physician) with experience in the evaluation and management of concussions;

(c) A policy that precludes a student-athlete diagnosed with a concussion from returning to athletics activity (e.g., competition, practice, conditioning sessions) for at least the remainder of that calendar day; and

(d) A policy that requires medical clearance for a student-athlete diagnosed with a concussion to return to athletics activity (e.g., competition, practice, conditioning sessions) as determined by a physician (e.g., team physician) or the physician’s designee.

3.3.4.16.1 Annual Review and Retention Requirement. The concussion management plan shall be annually reviewed by and be kept on file in the office of the institution’s athletics health care administrator.

Additional Information:

In April 2017, the NCAA Board of Governors reviewed a recommendation from the Committee on Competitive Safeguards and Medical Aspects of Sports that identified concussion safety as an issue that should have uniform standards of care for institutions across the three divisions. This change will bring consistency to concussion management plans across the three divisions by having plans consistent with the concussion protocol checklist, which is an evolution of the concussion management plan legislation adopted by the three divisions in 2010. Further, with the establishment of the athletics health care administrator position in all three divisions via legislation, the review of the concussion management plan by the athletics health care administrator is consistent with current legislation that requires each active member institution to
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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. These changes further demonstrate the NCAA’s continued commitment to the prevention, identification, evaluation and management of concussions, consistent with industry and medical norms.

Review History:

Apr 10, 2018: Approved in Legislative Format - Management Council
Noncontroversial Legislation

Title: PLAYING AND PRACTICE SEASONS -- FOOTBALL -- PRESEASON ACTIVITIES -- REQUIRED DAY OFF, USE OF FOOTBALLS DURING WALK-THROUGHS AND FILM REVIEW AND TEAM MEETINGS DURING THREE-HOUR RECOVERY PERIOD

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-10

Source: NCAA Division II Management Council (Legislation Committee).

Category: Noncontroversial

Topical Area: Playing and Practice Seasons

Status: Ready for Ratification Convention Vote

Intent: To amend the football preseason legislation, as follows: (1) to require a day off from all physically related activity each week following the five-day acclimatization period; (2) to permit the use of footballs during walk-throughs following the five-day acclimatization period; and (3) to allow film review and team meetings during the three continuous hours of recovery time between an on-field practice session and a walk-through or any other session including physical activity.

Bylaws: Amend 17.10.2, as follows:

17.10.2 Preseason Practice.

[17.10.2.1 unchanged.]

17.10.2.2 Required Day Off. Following the five-day acclimatization period, all physically related activity shall be prohibited one calendar day per week.

[17.10.2.3 renumbered as 17.10.2.4, unchanged.]

17.10.2.4 Exception -- "Walk-Through." During the preseason practice period, on-field walk-throughs are not considered an on-field activity under Bylaw 17.10.2.34, provided protective equipment (e.g., helmets, shoulder pads) is not worn, equipment related to football (e.g., footballs, blocking sleds) is not used and conditioning activities do not occur. Following the five-day acclimatization period, an institution may use a football during a walk-through. The walk-through shall not last longer than one hour. Further, student-athletes must be provided with at least three continuous hours of recovery time between the on-field practice and the walk-through. During this recovery time, student-athletes may not attend any meetings or engage in other athletically related activities, including weightlifting; however, time spent in film review, team meetings, receiving medical treatment and eating meals may be included as part of the recovery time.

[17.10.2.3.1 renumbered as 17.10.2.4.1, unchanged.]

[17.10.2.4 renumbered as 17.10.2.5, unchanged.]

Additional Information:

The Division II Committee for Legislative Relief provided blanket waiver relief for the 2017 football season to permit the use of footballs during walk-throughs and permit student-athletes to participate in meetings and film review during the three-hour recovery period. This proposal would amend the preseason practice legislation by codifying the waiver relief while also requiring institutions to provide one day off per week during the preseason practice period. The Interassociation Consensus Year-Round Football Practice Contact for College Student-Athletes Recommendations ("Recommendations") includes a recommendation that football student-athletes be provided one day off from football practice each week during the preseason. This proposal implements this recommendation and promotes student-athlete health and well-being by prohibiting physically related activities one day each week during the preseason. Permitting the use of a
football during walk-throughs after the five-day acclimatization period is not contrary to the Recommendations. Finally, allowing student-athletes to participate in meetings and film review during the three-hour recovery period will permit student-athletes to complete their football-related obligations during a more reasonable timeframe that will result in shorter days and more rest time for student-athletes overall. Adoption of this proposal will provide flexibility for institutions while providing a framework to ensure their student-athletes are adequately prepared for competition.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Legislative Format - Management Council
Noncontroversial Legislation

Title: ORGANIZATION -- NCAA DIVISION II MANAGEMENT COUNCIL -- NCAA DIVISION II STUDENT-ATHLETE ADVISORY COMMITTEE -- COMPOSITION -- INDEPENDENT INSTITUTIONS

Convention Year: 2019

Effective Date:
Sections A, C: Immediate
Sections B, D: August 1, 2022

Proposal Number: NC-2019-11

Source: NCAA Division II Management Council (Student-Athlete Advisory Committee).

Category: Noncontroversial

Topical Area: Organization

Status: Ready for Ratification Convention Vote

Intent: To specify that the current position on the Management Council and Student-Athlete Advisory Committee allocated for independent institutions shall be maintained, provided there are at least eight Division II independent institutions, immediately, and at least 10 independent institutions in 2022; further, to specify that if the total number of independent institutions falls below eight (and 10 in 2022), the position allocated for independent institutions shall become an at-large position as soon as the position becomes vacant.

A. Constitution: Amend 4.7, as follows: (Immediate)

4.7 Division II Management Council.

4.7.1 Composition. The Management Council shall be comprised of one administrator or representative from each of the Division II multisport voting conferences; one administrator or representative of Division II independent institutions provided there are at least eight Division II independent institutions; two “at-large” positions to enhance efforts to achieve diversity of representation; and two members of the Student-Athlete Advisory Committee per Bylaw 21.8.5.9.4. The members shall be representatives of Division II active member institutions. The members of the Council shall include:

[4.7.1-(a) through 4.7.1-(d) unchanged.]

[4.7.1 unchanged.]

4.7.1.2 Independent Institutions. The position reserved for a representative of independent institutions may not be filled by an individual from the same independent institution in successive terms. If the total number of independent institutions falls below eight, the position allocated for independent institutions shall become an at-large position as soon as the position becomes vacant.

[4.7.1.3 unchanged.]

[4.7.2 through 4.7.4 unchanged.]

B. Constitution: Amend 4.7, as follows: (August 1, 2022)

4.7 Division II Management Council.

4.7.1 Composition. The Management Council shall be comprised of one administrator or representative from each of the Division II multisport voting conferences; one administrator or representative of Division II independent institutions provided there are at least 10 Division II independent institutions; two “at-large” positions to enhance efforts to achieve diversity of representation; and two members of the Student-Athlete Advisory Committee per Bylaw 21.8.5.9.4. The members shall be representatives of Division II active member institutions. The members of the Council shall include:

[4.7.1-(a) through 4.7.1-(d) unchanged.]
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[4.7.11 unchanged.]

4.7.12 Independent Institutions. The position reserved for a representative of independent institutions may not be filled by an individual from the same independent institution in successive terms. If the total number of independent institutions falls below six, the position allocated for independent institutions shall become an at-large position as soon as the position becomes vacant.

[4.7.13 unchanged.]

[4.7.2 through 4.7.4 unchanged.]

C. Bylaws: Amend 21.8.5.9, as follows: (Immediate)

21.8.5.9 Student-Athlete Advisory Committee.

21.8.5.9.1 Composition. The Division II Student-Athlete Advisory Committee shall consist of one representative from each of the Division II multisport voting conferences, one representative of Division II independent institutions, provided there are at least six Division II independent institutions, two at-large positions to enhance efforts to achieve diversity of representation and two members of the Division II Management Council. A student-athlete representative initially must be a full-time undergraduate student at a Division II institution, as defined by the regulations of the institution, and must be a student-athlete or a former student-athlete in a Division II sport. Each conference representative must be initially enrolled as an undergraduate student at a Division II institution in the applicable conference. The two Management Council members shall serve as ex officio, nonvoting members of the committee.

21.8.5.9.11 Position Allocated for Independent Institutions. If the total number of independent institutions falls below six, the position allocated for independent institutions shall become an at-large position as soon as the position becomes vacant.

[21.8.5.9.2 through 21.8.5.9.5 unchanged.]

D. Bylaws: Amend 21.8.5.9, as follows: (August 1, 2022)

21.8.5.9 Student-Athlete Advisory Committee.

21.8.5.9.1 Composition. The Division II Student-Athlete Advisory Committee shall consist of one representative from each of the Division II multisport voting conferences, one representative of Division II independent institutions, provided there are at least six Division II independent institutions, two at-large positions to enhance efforts to achieve diversity of representation and two members of the Division II Management Council. A student-athlete representative initially must be a full-time undergraduate student at a Division II institution, as defined by the regulations of the institution, and must be a student-athlete or a former student-athlete in a Division II sport. Each conference representative must be initially enrolled as an undergraduate student at a Division II institution in the applicable conference. The two Management Council members shall serve as ex officio, nonvoting members of the committee.

21.8.5.9.11 Position Allocated for Independent Institutions. If the total number of independent institutions falls below six, the position allocated for independent institutions shall become an at-large position as soon as the position becomes vacant.

[21.8.5.9.2 through 21.8.5.9.5 unchanged.]

Additional Information:

Current legislation allocates a position for a representative of Division II independent institutions on both the Division II Management Council and Division II Student-Athlete Advisory Committee provided there are at least six Division II independent institutions. This proposal will increase the minimum number of active independent institutions for purposes of allocating a position on the Management Council and Student-Athlete Advisory Committee to align with the membership requirements for active conference membership. If there are not eight active independent institutions (or ten in 2022), the Management Council and Student-Athlete Advisory Committee will amend their policies and procedures to note their preference that one of
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the three at-large positions should be filled by an individual or representative from an independent institution if such a representative applies for service.

Review History:

Apr 8, 2018: Recommends Approval - Student-Athlete Advisory Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

Title: LEGISLATIVE AUTHORITY AND PROCESS -- ENFORCEMENT POLICIES AND PROCEDURES -- INFRACTIONS PROGRAM -- DUTIES OF COMMITTEE ON INFRACTIONS -- ESTABLISHMENT AND REVISION OF ENFORCEMENT POLICIES AND INTERNAL OPERATING PROCEDURES

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-12

Source: NCAA Division II Management Council (Committee on Infractions).

Category: Noncontroversial

Topical Area: Legislative Process

Status: Ready for Ratification Convention Vote

Intent: To clarify that the NCAA Division II Committee on Infractions has the authority to adopt, formulate and revise its internal operating procedures and review and approve the enforcement staff’s internal operating procedures, including amendments by the enforcement staff to its procedures, subject to Division II Management Council approval; further, to specify that amendments to the committee’s and enforcement staff’s internal operating procedures are immediately effective when approved by the committee and subject to review and approval by the Management Council.

A. Bylaws: Amend 19.1.3, as follows:

19.1.3 Duties. The committee shall:

[19.1.3-(a) unchanged.]

(b) Adopt, formulate and revise in accordance with the requirements of Bylaw 19.3, a statement of its established internal operating procedures and enforcement policies and procedures, including investigative guidelines (see Bylaw 32);

(c) Review and approve the enforcement staff’s internal operating procedures, including amendments by the enforcement staff to the procedures;

[19.1.3-(c) through 19.1.3-(e) relettered as 19.1.3-(d) through 19.1.3-(f), unchanged.]

B. Bylaws: Amend 19.3.1, as follows:

19.3.1 Amendment by Committee and Approval by Management Council. The Committee on Infractions may establish or amend, formulate and revise its internal operating procedures and the enforcement policies and procedures (see Bylaw 32), and review and approve the enforcement staff’s internal operating procedures, including amendments by the enforcement staff to the procedures, in regard to issues other than those concerning institutional penalties, restitution, and committee duties and structure. Amendments to the committee’s and enforcement staff’s internal operating procedures shall be immediately effective when approved by the committee, but are subject to review and approval by the Division II Management Council. A member institution shall be provided notice of alleged NCAA rules violations for which it is charged before any penalty is prescribed, as well as the opportunity to appear before the committee and the opportunity to appeal the committee’s conclusions of major violations or penalties (see Bylaws 19.4 and 19.5). The committee’s and enforcement staff’s internal operating procedures and enforcement policies and procedures governing the administration of the Association’s infractions program, as set forth in Bylaw 32, are subject to review and approval by the Management Council.

19.3.1.1 Notification to Membership. To the extent that the committee’s or the enforcement staff’s internal operating procedures and the enforcement policies and procedures are revised, any member institution involved in the processing of an infractions case shall be notified immediately of the change and the general membership shall be advised through the NCAA website.
19.3.1.2 Review by Management Council. Policies and procedures established by the Committee on Infractions, per Bylaw 19.3.1, are subject to review and approval in accordance with the legislative process.

Additional Information:

NCAA Division II legislation permits the Division II Committee on Infractions to formulate and revise internal operating procedures. The legislation, however, does not clarify or consistently reference this authority throughout the legislation. The legislation should be modified to clarify that the committee may adopt, formulate and revise its internal operating procedures and review and approve the enforcement staff's internal operating procedures, including amendments by the enforcement staff to the procedures, subject to the review and approval of the Division II Management Council. Clarification will allow for consistency in the legislation and facilitate membership understanding of the infractions process. In addition, because future amendments to the internal operating procedures may be time sensitive and the Management Council is scheduled to meet only quarterly, the legislation should specify that amendments to the committee’s and enforcement staff's internal operating procedures are immediately effective when approved by the committee, but subject to review and approval by the Management Council. Finally, the duplicate, standalone reference to the Management Council’s review and approval of the internal operating procedures and enforcement policies and procedures should be removed as it is no longer necessary with these modifications.

Review History:

Jan 16, 2018: Recommends Approval - Committee on Infractions
Apr 10, 2018: Approved in Concept - Management Council
Title: AMATEURISM -- GENERAL REGULATIONS -- PERMISSIBLE -- FOLLOWING INITIAL FULL-TIME COLLEGIATE ENROLLMENT -- ELITE LEVEL PARTICIPATION -- EXPENSES FROM A GOVERNMENTAL ENTITY

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-13
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Amateurism
Status: Ready for Ratification Convention Vote
Intent: To permit an individual to receive actual and necessary training expenses from a governmental entity, as specified.

Bylaws: Amend 12.1.3, as follows:

12.1.3 Permissible -- Following Initial Full-Time Collegiate Enrollment. Following initial full-time collegiate enrollment, participation in the following activities and receipt of the following benefits will not jeopardize the amateur status of an individual:

[12.1.3-(a) through 12.1.3-(g) unchanged.]

[12.1.3-(g)-(1) through 12.1.3-(g)-(3) unchanged.]

(4) Actual and necessary expenses [including grants but not prize money, whereby the recipient has qualified for the grant based on his or her performance in a specific event(s)] to cover developmental training, coaching, facility usage, equipment, apparel, supplies, comprehensive health insurance, travel, room and board without jeopardizing the individual’s eligibility for intercollegiate athletics, provided such expenses are approved and provided directly by the U.S. Olympic Committee (USOC), or the appropriate national governing body in the sport (or, for international individuals, the equivalent organization of that nation) or a governmental entity.

[12.1.3-(g)-(5) through 12.1.3-(g)-(7) unchanged.]

Additional Information:
Current legislation permits student-athletes to receive training expenses without jeopardizing a student-athlete’s amateur status if such expenses are approved and provided directly by the U.S. Olympic Committee, appropriate national governing body or the equivalent organization for international student-athletes. This proposal will address government programs currently available to international student-athletes that do not meet the criteria of the training expenses legislation and aligns Division II legislation with the other divisions. This change will also reduce bureaucracy and confusion regarding the application of the applicable amateurism legislation and enhance student-athlete well-being by providing increased access to funding to further athletics development without compromising the commitment to amateurism.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

**Title:** AMATEURISM AND AWARDS AND BENEFITS -- PERMISSIBLE -- FOLLOWING INITIAL FULL-TIME ENROLLMENT AND OTHER COMPETITION -- ACTUAL AND NECESSARY EXPENSES FOR PARTICIPATION IN A COLLEGIATE ALL-STAR CONTEST

**Convention Year:** 2019

**Effective Date:** Immediate

**Proposal Number:** NC-2019-14

**Source:** NCAA Division II Management Council (Legislation Committee).

**Category:** Noncontroversial

**Topical Area:** Amateurism

**Status:** Ready for Ratification Convention Vote

**Intent:** To permit a student-athlete who has exhausted eligibility in the sport, to receive actual and necessary expenses from an outside sponsor for participation in a collegiate all-star contest.

**A. Bylaws:** Amend 12.1.3, as follows:

12.1.3 Permissible -- Following Initial Full-Time Collegiate Enrollment. Following initial full-time collegiate enrollment, participation in the following activities and receipt of the following benefits will not jeopardize the amateur status of an individual:

[12.1.3-(a) through 12.1.3-(b) unchanged.]

(c) **Actual and Necessary Expenses for Participation in a Collegiate All-Star Contest.** A student-athlete may receive actual and necessary expenses from an outside sponsor (e.g., neighbor, business) for participation in a collegiate all-star contest, provided the student-athlete has exhausted eligibility in the sport.

[12.1.3-(c) through 12.1.3-(g) relettered as 12.1.3-(d) through 12.1.3-(h), unchanged.]

**B. Bylaws:** Amend 16.8.1.2, as follows:

16.8.1.2 Other Competition. During an academic year in which a student-athlete is eligible to represent an institution in athletics competition (or in the next summer), an institution may provide actual and necessary expenses related to participation in the following activities: [R]

[16.8.1.2-(a) through 16.8.1.2-(c) unchanged.]

(d) One collegiate all-star contest, provided the student-athlete has exhausted eligibility in the sport. [See Bylaw 12.1.3-(c)]

[16.8.1.2.1 unchanged.]

**Additional Information:**

NCAA Division II Proposal No. 2014-7 (awards, benefits and expenses for enrolled student-athletes -- expenses provided for practice and competition -- other competition -- expenses for participation in one all-star contest following exhaustion of eligibility) permitted institutions to provide actual and necessary expenses for a student-athlete to participate in one collegiate all-star contest after exhausting eligibility in the sport. Participating in an all-star contest is an honor and celebrates the success the student-athlete achieved while representing his or her institution in intercollegiate athletics. Permitting a student-athlete to receive actual and necessary expenses from an outside sponsor for participation in an all-star contest is in the best interest of student-athlete well-being and does not provide a competitive advantage since the student-athlete must have exhausted eligibility to participate.
Noncontroversial Legislation

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Concept - Management Council
Title: AMATEURISM -- PROMOTIONAL ACTIVITIES -- PERMISSIBLE -- INSTITUTIONAL, CHARITABLE, EDUCATIONAL OR NONPROFIT PROMOTIONS -- SCHEDULE CARDS -- ELIMINATION OF REQUIREMENTS

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-15
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Amateurism
Status: Ready for Ratification Convention Vote
Intent: To eliminate the requirements regarding schedule cards.

A. Bylaws: Amend 12.5.1.1, as follows:

12.5.1.1 Institutional, Charitable, Educational or Nonprofit Promotions. A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a noninstitutional charitable, educational, nonprofit or government agency (e.g., the armed services) may use a student-athlete’s name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete’s participation in intercollegiate athletics, provided the following conditions are met:

[12.5.1.1-(a) through 12.5.1.1-(b) unchanged.]
[12.5.1.1-(b)-(1) through 12.5.1.1-(b)-(2) unchanged.]

(3) An advertisement on an institution’s wallet-size playing schedule that includes the name or picture of a student-athlete may include language other than the commercial product’s name, trademark or logo, provided the commercial language does not appear on the same page as the picture of the student-athlete;

[12.5.1.1-(c) through 12.5.1.1-(h) unchanged.]
[12.5.1.11 through 12.5.1.17 unchanged.]

B. Bylaws: Amend 12.5.1.16, as follows:

12.5.1.16 Schedule Cards. An advertisement on an institution’s wallet-size playing schedule that includes the name or picture of a student-athlete may include language other than the commercial product’s name, trademark or logo, provided the commercial language does not appear on the same page as the picture of the student-athlete. [D]

[12.5.1.17 renumbered as 12.5.1.16, unchanged.]

Additional Information:

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. This recommended change will simplify the application of the promotional activities legislation. Further, the schedule card legislation is redundant as it can be included as an example of a permissible promotional activity per Bylaw 12.5.1.1 (institutional, charitable, educational or nonprofit promotions).

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Noncontroversial Legislation

Apr 10, 2018:  Approved in Concept - Management Council
Noncontroversial Legislation

Title: AMATEURISM -- PROMOTIONAL ACTIVITIES -- PERMISSIBLE -- PROMOTION BY THIRD PARTY OF HIGHLIGHT FILM, VIDEOTAPE OR MEDIA GUIDE AND PROMOTION BY THIRD PARTY OR PHOTOGRAPHS -- REMOVAL OF REQUIREMENT FOR WRITTEN APPROVAL AND CONSOLIDATION OF LEGISLATION

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-16
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Amateurism
Status: Ready for Ratification Convention Vote

Intent: To amend the promotional activities legislation by eliminating the requirement for written approval for sale and distribution activities of third parties, and combining the requirements for third party promotions of a highlight film, videotape, media guide and photographs.

A. Bylaws: Amend 12.5.1.6, as follows:

12.5.1.6 Promotion by Third Party of Highlight Film, Videotape or Media Guide or Photographs. Any party other than the institution or a student-athlete (e.g., a distribution company) or any party hired by the institution, conference or NCAA may sell and distribute an institutional highlight film or videotape or an institutional or conference highlight film, videotape or media guide that contains the names and pictures of enrolled student-athletes or a picture of a student-athlete only if:

(a) The institution, conference or NCAA specifically designates any agency that is authorized to receive orders for the film, videotape or, media guide or photograph.

(b) Sales and distribution activities have the written approval of the institution’s athletics director.

(c) The distribution company or a retail store or a third party is precluded from using the name or picture of an enrolled student-athlete in any poster or other advertisement to promote the sale or distribution of the film, or videotape, media guide or photograph; and

(d) There is no indication in the makeup or wording of the advertisement that the squad members, individually or collectively, or the institution, conference or NCAA endorses the product or services of the advertiser or third party.

B. Bylaws: Amend 12.5.1.7, as follows:

12.5.1.7 Promotion by a Third Party of Photographs. Any party hired by the member institution, the member conference or NCAA may sell and distribute a picture of a student-athlete only if:

(a) The member institution, the member conference or the NCAA specifically designates the agency that is authorized to receive orders for the film/photograph;

(b) Sales and distribution activities have the written approval of the member institution’s athletics director, the member conference’s commissioner or the NCAA; and

(c) If the third party advertises the availability of the photograph, the third party is precluded from using the name or picture of an enrolled student-athlete in any poster or other advertisement to promote the sale or distribution of the film/photograph, and there shall be no indication in the makeup or wording of the advertisement that squad members, individually or collectively, or the institution, the conference or the NCAA endorses the product or services of the third party.

[12.5.1.8 through 12.5.1.9 renumbered as 12.5.1.7 through 12.5.1.8, unchanged.]
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Additional Information:

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation requires a third party seeking to sell and distribute a highlight film, videotape or media guide containing the names and pictures of enrolled student-athletes to obtain written approval from the institution’s athletics director. In addition, the legislation requires additional sign-off by the conference commissioner or the NCAA for third party distribution of photographs of student-athletes. A significant amount of time is spent securing signatures rather than confirming that the other requirements of the legislation are met. Such confirmation should be left to the discretion of an institution. Additionally, the requirements for the two bylaws are similar and should be combined for ease of application. This recommendation maintains and promotes the NCAA’s commitment to amateurism and equity in recruiting, while eliminating unnecessary bureaucratic requirements.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

Title: RECRUITING -- CONTACTS AND EVALUATIONS -- CONTACTABLE PROSPECTIVE STUDENT-ATHLETES -- FOUR-YEAR COLLEGE PROSPECTIVE STUDENT-ATHLETES -- TRANSFER FROM INSTITUTION ON PROBATION

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-17
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Recruiting
Status: Ready for Ratification Convention Vote

Intent: To specify that an institution on probation may not place restrictions on the contact of a student-athlete transferring from the institution.

Bylaws: Amend 13.1.1.2, as follows:

13.1.1.2.3 Transfer from Institution on Probation. It is not necessary for an institution to obtain permission in writing to recruit a student-athlete at an institution that has been placed on probation with sanctions that preclude it from competing in postseason competition during the remaining seasons of the student-athlete’s eligibility. However, the student-athlete’s institution must be notified of the recruitment, and may establish reasonable restrictions related to the contact (e.g., no visits during class time), provided such restrictions do not preclude the opportunity for the student-athlete to discuss transfer possibilities with the other institution [see Bylaw 14.8.2.1-(c)].

Additional Information:

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation does not require an institution to obtain written permission to recruit a student-athlete when the student-athlete’s institution has been placed on probation; however, notification is required and allows the institution on probation to establish restrictions related to recruiting contact with its student-athletes. This recommended change will not permit an institution on probation to restrict a student-athlete’s potential transfer.

Review History:

   Mar 6, 2018: Recommends Approval - Legislation Committee
   Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

Title: RECRUITING -- RECRUITING MATERIALS -- PRINTED RECRUITING MATERIALS, ELECTRONIC MEDIA AND ELECTRONIC TRANSMISSIONS -- PROSPECTIVE STUDENT-ATHLETE’S COACH BEFORE JUNE 15 IMMEDIATELY PRECEDING A PROSPECTIVE STUDENT-ATHLETE’S JUNIOR YEAR IN HIGH SCHOOL

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-18
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Recruiting
Status: Ready for Ratification Convention Vote

Intent: To permit an institution to send printed recruiting materials, electronic media and electronic transmissions to a prospective student-athlete’s coach before June 15 immediately preceding a prospective student-athlete’s junior year in high school.

Bylaws: Amend 13.4, as follows:

13.4 Recruiting Materials.

13.4.1 Printed Recruiting Materials. An institution may not provide athletically related recruiting materials (including electronic mail and facsimiles) to a prospective student-athlete [or the prospective student-athlete’s relatives or legal guardian(s) and coaches] before June 15 immediately preceding the prospective student-athlete’s junior year in high school. [D]

[13.4.1.1 through 13.4.1.2 unchanged.]

13.4.2 Electronic Media. An institution may not provide athletically related electronic media to a prospective student-athlete [or the prospective student-athlete’s relatives or legal guardian(s) and coaches] before June 15 immediately preceding the prospective student-athlete’s junior year in high school. [D]

[13.4.2.1 unchanged.]

[13.4.3 unchanged.]

13.4.4 Electronic Transmissions. Electronically transmitted correspondence (e.g., instant messaging, text messaging) shall not be sent to a prospective student-athlete [or the prospective student-athlete’s relatives or legal guardian(s) and coaches] before June 15 immediately preceding the prospective student-athlete’s junior year in high school. All electronically transmitted correspondence shall be sent directly to the prospective student-athlete [or the prospective student-athlete’s relatives or legal guardian(s) and coaches] and shall be private between only the sender and recipient (e.g., no use of chat rooms, message boards, posts to “walls”). There shall be no limit on the number of electronic transmissions sent by institutional staff members to a prospective student-athlete [or the prospective student-athlete’s relatives or legal guardian(s)]. Color attachments and hyperlinks may be included with electronically transmitted correspondence sent to a prospective student-athlete, provided there is no cost (e.g., subscription fee) associated with sending the item attached or linked to the electronically transmitted correspondence. [D]

[13.4.4.1 through 13.4.4.2 unchanged.]

Additional Information:
Current legislation permits an institution to call a prospective student-athlete’s coach prior to June 15 preceding the prospective student-athlete’s junior year in high school; however, it is impermissible for an institution to send printed recruiting materials, electronic media or electronic transmissions to a prospective...
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student-athlete’s coach until June 15 preceding the prospective student-athlete’s junior year in high school. This change will eliminate the discrepancy in the legislation and simplify the application of the recruiting legislation.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

**Title:** RECRUITING -- UNOFFICIAL (NONPAID) VISIT -- ENTERTAINMENT/TICKETS -- GENERAL RESTRICTIONS -- TICKETS TO A HOME CONTEST AT ANY LOCATION

**Convention Year:** 2019

**Effective Date:** Immediate

**Proposal Number:** NC-2019-19

**Source:** NCAA Division II Management Council (Legislation Committee).

**Category:** Noncontroversial

**Topical Area:** Recruiting

**Status:** Ready for Ratification Convention Vote

**Intent:** To permit an institution to provide up to five complimentary admissions to any home contest, regardless of location.

**Bylaws:** Amend 13.7.2, as follows:

13.7.2 Entertainment/Tickets.

13.7.2.1 General Restrictions. During an unofficial visit, the institution may not pay any expenses or provide any entertainment except a maximum of five complimentary admissions to a *campus home* athletics event, *regardless of location*, in which the institution’s intercollegiate team practices or competes. Such complimentary admissions are for the exclusive use of the prospective student-athlete and those persons accompanying the prospective student-athlete on the visit and must be issued on an individual-game basis. Providing seating during the conduct of the event (including intermission) for the prospective student-athlete or those persons accompanying the prospective student-athlete in the facility’s press box, special seating box(es) or bench area is specifically prohibited. See Bylaw 13.2.12 for complimentary admissions for military families. [R]

[13.7.2.1 through 13.7.2.1.6 unchanged.]

13.7.2.2 Home Games Outside the Community. If an institution schedules any regular-season home games at a site located in a community other than its own, the host institution may provide a maximum of three complimentary admissions to only one such game for the exclusive use of a prospective student-athlete and those persons accompanying the prospective student-athlete. Tournament and postseason games are excluded. The institution shall not arrange or permit any other entertainment or payment of expenses, including transportation. [R]

[13.7.2.3 through 13.7.2.5 renumbered as 13.7.2.2 through 13.7.2.4, unchanged.]

**Additional Information:**

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation only permits an institution to provide three complimentary admissions during an unofficial visit for a home contest located outside the community. Permitting a prospective student-athlete to receive five complimentary admissions during an unofficial visit to a home contest, regardless of location, will provide additional flexibility for institutions and reduce the monitoring burden.

**Review History:**

Mar 6, 2018:  Recommend Approval - Legislation Committee

Apr 10, 2018:  Approved in Concept - Management Council
Title: RECRUITING -- PUBLICITY -- PHOTOGRAPH OF PROSPECTIVE STUDENT-ATHLETE TAKEN DURING A CAMPUS VISIT

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-20

Source: NCAA Division II Management Council (Legislation Committee).

Category: Noncontroversial

Topical Area: Recruiting

Status: Ready for Ratification Convention Vote

Intent: To specify that a photograph taken by an institution of a prospective student-athlete during a campus visit may be provided to the prospective student-athlete, provided the prospective student-athlete has signed a National Letter of Intent or a written offer of admission and/or financial aid or after the institution has received his or her financial aid deposit in response to its offer of admission.

Bylaws: Amend 13.10.6, as follows:

13.10.6 Photograph of Prospective Student-Athlete. It is permissible for an institution to photograph a prospective student-athlete during a campus visit to be used in the institution’s permissible publicity and promotional activities (e.g., press release, media guide) once the prospective student-athlete has signed a National Letter of Intent or a written offer of admission and/or financial aid or the institution has received his or her financial deposit in response to its offer of admission; however, the photograph may not be given to the prospective student-athlete. [D]

Additional Information:

Current legislation does not allow an institution to provide a photograph to a prospective student-athlete that the institution took during a campus visit. There is no competitive advantage of allowing institutions to provide the prospective student-athlete with photographs and, due to technology advances, digital photographs can be sent at no cost to the institution. This change will ease the burden on compliance administrators and simplify the application of the publicity legislation.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee

Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

**Title:** ELIGIBILITY -- SEASONS OF COMPETITION: 10-SEMESTER/15-QUARTER RULE -- CRITERIA FOR DETERMINING SEASONS OF ELIGIBILITY -- EXCEPTION -- COMPETITION IN THE NONCHAMPIONSHIP SEGMENT -- WOMEN’S BEACH VOLLEYBALL, MEN’S VOLLEYBALL AND WOMEN’S WATER POLO

**Convention Year:** 2019

**Effective Date:** Immediate

**Proposal Number:** NC-2019-21

**Source:** NCAA Division II Management Council (Legislation Committee).

**Category:** Noncontroversial

**Topical Area:** Eligibility

**Status:** Ready for Ratification Convention Vote

**Intent:** In the sport of women’s beach volleyball, men’s volleyball and women’s water polo, to specify that a student-athlete may engage in outside competition during the segment of the playing season that does not conclude with the NCAA championship without using a season of competition, provided the student-athlete is certified as eligible prior to participating against outside competition.

**Bylaws:** Amend 14.2.4.1.2, as follows:

14.2.4.1.2 Exception -- Competition in the Nonchampionship Segment. In field hockey, men’s and women’s soccer, **men's and** women’s volleyball and men’s **and women’s** water polo, a student-athlete may engage in outside competition during the segment of the playing season that does not conclude with the NCAA championship without using a season of competition, provided the student-athlete was academically eligible during the segment in the same academic year that concludes with the NCAA championship. In baseball, **women's beach volleyball**, softball and men’s and women’s lacrosse, a student-athlete may engage in outside competition during the segment of the playing season that does not conclude with the NCAA championship without using a season of competition. Prior to participating against outside competition during the nonchampionship segment, student-athletes shall be certified as eligible (e.g., amateurism, enrolled full time).

**Additional Information:**

An exception currently applies in field hockey, men’s and women’s soccer, women’s volleyball and men’s water polo to allow a student-athlete in those sports to engage in outside competition during the nonchampionship segment without using a season of competition, provided the student-athlete was academically eligible during the segment that concludes with the NCAA championship. Additionally, a student-athlete in baseball, softball and men’s and women’s lacrosse may engage in outside competition during the nonchampionship segment without using a season of competition, provided the student-athlete is certified as eligible prior to participating against outside competition. This recommended change will provide student-athletes who participate in women’s beach volleyball, men’s volleyball and women’s water polo with the same opportunity to participate during the fall nonchampionship segment without using a season of competition.

**Review History:**

- Mar 6, 2018: Recommends Approval - Legislation Committee
- Apr 10, 2018: Approved in Concept - Management Council
Title: FINANCIAL AID -- PERMISSIBLE SOURCES OF FINANCIAL AID -- FINANCIAL AID FROM OUTSIDE SOURCES -- PARENTS AND LEGAL GUARDIANS -- FINANCIAL AID FROM RELATIVES

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-22
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Financial Aid
Status: Ready for Ratification Convention Vote
Intent: To specify that a student-athlete may receive financial aid from a relative.

Bylaws: Amend 15.2.2.1, as follows:

15.2.2.1 Parents, Relatives, and Legal Guardians. A student-athlete may receive financial aid from anyone on whom the student-athlete is naturally or legally dependent a relative or legal guardian

[15.2.2.1.1 unchanged.]

Additional Information:

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Proposal No. 2006-1 (amateurism, recruiting and awards and benefits – identified benefits for relatives of prospective student-athletes and student-athletes) changed the references from spouse, parents or family members to relatives since the family structure was constantly evolving and did not reflect what was known as the “traditional family.” This recommended change to include individuals under the collective umbrella of “relatives” will bring consistency to the legislation as “relatives” of student-athletes may include spouses, parents, legal guardians, siblings, grandparents and others.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

Title: AWARDS AND BENEFITS -- AWARDS -- TYPES OF AWARDS, AWARDING AGENCIES, MAXIMUM VALUE AND NUMBERS OF AWARDS -- SPECIAL ACHIEVEMENT AWARDS -- SERVICE AWARDS AND APPAREL FOR MEMBERS OF A DIVISION II CONFERENCE OR NATIONAL STUDENT-ATHLETE ADVISORY COMMITTEE

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-23

Source: NCAA Division II Management Council (Legislation Committee).

Category: Noncontroversial

Topical Area: Awards and Benefits

Status: Ready for Ratification Convention Vote

Intent: To specify that a Division II conference or the NCAA may provide an award (e.g., gift, apparel) to recognize a student-athlete’s service on their student-athlete advisory committee; further, to specify that the value of the award shall be at the discretion of the awarding agency.

Bylaws: Amend Figure 16-3, as follows:

Figure 16-3 Special Achievement Awards
### FIGURE 16-3
Special Achievement Awards [R]

<table>
<thead>
<tr>
<th>Type of Award</th>
<th>Maximum Value of Award</th>
<th>Number of Times Award May Be Received</th>
<th>Permissible Awarding Agencies</th>
<th>Maximum Number of Permissible Awarding Agencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special attainments or contribution to team's season (e.g., scholar-athlete, most improved player, most minutes played, most valuable player)</td>
<td>$175</td>
<td>Once per category of award per year</td>
<td>Institution, Conference</td>
<td>2</td>
</tr>
<tr>
<td>Most valuable player — special event*</td>
<td>$325**</td>
<td>Once per event</td>
<td>Institution, Conference, Organization approved by institution or conference</td>
<td>Unlimited</td>
</tr>
<tr>
<td>Most valuable player — bowl game or all-star contest</td>
<td>$350</td>
<td>Once per event</td>
<td>Sponsoring entity of all-star contest or postseason bowl</td>
<td>1</td>
</tr>
<tr>
<td>Established regional/national recognition awards (e.g., Wade Trophy, Heisman Trophy, Conference academic award)</td>
<td>$325</td>
<td>Once per year per award</td>
<td>Management of award program</td>
<td>1</td>
</tr>
<tr>
<td>Trophy recognizing established national award</td>
<td>Unlimited</td>
<td>Once per year</td>
<td>Management of award program</td>
<td>1</td>
</tr>
<tr>
<td>Specialized performance in single contest or during limited time period (e.g., player of the game, player of the week)</td>
<td>$80 (certificate, medal or plaque only)</td>
<td>Unlimited</td>
<td>Institution, Conference, Outside organization (e.g., local business)</td>
<td>Unlimited</td>
</tr>
<tr>
<td>Hometown award</td>
<td>$80</td>
<td>Unlimited</td>
<td>Group (other than institution's booster club) located in the student-athlete's home town</td>
<td>Unlimited, other than institution's booster club</td>
</tr>
<tr>
<td>Recognition of a student-athlete for community engagement achievements</td>
<td>$80</td>
<td>Unlimited</td>
<td>Institution, Organization/Entity in the institution's community</td>
<td>Unlimited</td>
</tr>
<tr>
<td>Conference student-athlete of the year award</td>
<td>$350</td>
<td>Once per year for one male student-athlete and one female student-athlete</td>
<td>Conference</td>
<td>1</td>
</tr>
<tr>
<td>Conference scholar-athlete of the year award</td>
<td>$350</td>
<td>Once per year for one male student-athlete and one female student-athlete</td>
<td>Conference</td>
<td>1</td>
</tr>
<tr>
<td>Student-Athlete Advisory Committee Service Award</td>
<td>Unlimited</td>
<td>Unlimited</td>
<td>Conference, NCAA</td>
<td>2</td>
</tr>
</tbody>
</table>

* The award recipient must be selected by a recognized organization approved by a member institution or conference.

** Each permissible awarding agency is subject to a separate $325 limit per award. Each awarding agency may provide only a single award for each event to each student-athlete.
Noncontroversial Legislation

Additional Information:

Under current legislation, a Division II conference or the NCAA may not provide an award to recognize the service of a student-athlete serving on its student-athlete advisory committee due to the limitations outlined in the awards legislation. With the service and hard work student-athletes provide while serving on their conference or national student-athlete advisory committee, the conference and NCAA should be able to provide them with a memento for their service. The value of the award would be left to the discretion of the permissible awarding agency.

Review History:

- Mar 6, 2018: Recommends Approval - Legislation Committee
- Apr 10, 2018: Approved in Concept - Management Council
Title: PLAYING AND PRACTICE SEASONS -- FOOTBALL -- OUT-OF-SEASON ATHLETICALLY RELATED ACTIVITIES -- ELIMINATION OF MULTIPLE ON-FIELD PRACTICE SESSIONS ON THE SAME DAY

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-24
Source: NCAA Division II Management Council (Legislation Committee).
Category: Noncontroversial
Topical Area: Playing and Practice Seasons
Status: Ready for Ratification Convention Vote

Intent: In football, to specify that an institution may not conduct multiple on-field practice sessions on the same day during spring practice sessions.

Bylaws: Amend 17.10.8, as follows:

17.10.8 Out-of-Season Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the playing season, except for the following:

[17.10.8-(a) unchanged.]

(b) Spring Practice. Fifteen postseason practice sessions (including intrasquad scrimmages) and the spring game are permissible. An institution is not required to count as one of its 15 designated days any day during which countable athletically related activities are limited solely to required conditioning activities and/or review of game film. Practice sessions must meet the following conditions:

(1) All practice sessions must be conducted within a period of 29-consecutive calendar days, omitting vacation and examination days officially announced on the institution’s calendar and days during which the institution is closed due to inclement weather.

(2) An institution may not conduct multiple on-field practice sessions on the same day.

[17.10.8-(b)-(2) through 17.10.8-(b)-(g) renumbered as 17.10.8-(b)-(3) through 17.10.8-(b)-(10), unchanged.]

[17.10.8.1 unchanged.]

Additional Information:

In April 2017, the NCAA Division II Presidents Council adopted Proposal No. EM-2018-1 (playing and practice seasons - football – preseason activities after the five-day acclimatization period – elimination of multiple on-field practice sessions on the same day), which specified that an institution may not conduct multiple on-field practice sessions on the same day. Amending the legislation to clarify that multiple on-field practice sessions are not permissible during spring practice is consistent with the Interassociation Consensus Year-Round Football Practice Contact for College Student-Athletes Recommendations.

Review History:

Mar 6, 2018: Recommends Approval - Legislation Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

**Title:** CHAMPIONSHIPS AND POSTSEASON FOOTBALL -- ELIGIBILITY FOR CHAMPIONSHIPS -- INSTITUTIONAL ELIGIBILITY -- GENERAL INSTITUTIONAL REQUIREMENTS -- ELIMINATION OF SPORTS SPONSORSHIP REQUIREMENT -- CROSS COUNTRY AND TRACK AND FIELD

**Convention Year:** 2019

**Effective Date:** Immediate

**Proposal Number:** NC-2019-25

**Source:** NCAA Division II Management Council (Championships Committee).

**Category:** Noncontroversial

**Topical Area:** Championships/Postseason Events

**Status:** Ready for Ratification Convention Vote

**Intent:** To eliminate the sports sponsorship requirement for championships eligibility in cross country and track and field.

**Bylaws:** Amend 18.4.2.1, as follows:

18.4.2.1 General Institutional Requirements. To be eligible to enter a team or an individual in NCAA championship competition, an institution shall:

[(a) through (c) unchanged.]

(d) Have confirmed annually its sponsorship of a varsity intercollegiate team in the sport and submitted its race and demographic information by so reporting on the NCAA official information form. In cross country, indoor track and field and outdoor track and field, institutions must meet the minimum contest and participant requirements for sponsorship as set forth in Bylaw 20.10.3.3:

[(e) through (f) unchanged.]

[(1) through (3) unchanged.]

**Additional Information:**

Current legislation specifies that in Division II men’s and women’s cross country, indoor track and field and outdoor track and field, institutions must meet the minimum contest and participant requirements for sponsorship to be eligible to enter a team or an individual in NCAA championship competition. The legislation has not been actively enforced since its adoption in 2005. The rationale for establishing the requirement was that student-athletes from member institutions that met minimum sponsorship were being pushed down the qualifiers’ list by student-athletes from institutions that did not. Since the current legislation was adopted in 2005, the qualifying standards in all three sports have evolved and now very closely mirror sports sponsorship requirements. Sports sponsorship is reviewed in arrears. As a result, an institution that fails to meet sports sponsorship requirements in one academic year would not only be ineligible for selection per applicable qualifying standards in that academic year but would be ineligible for championship selection in the involved sport the following year as well. The current rule has a negative impact on student-athletes and is overly punitive.

**Review History:**

Feb 13, 2018: Recommends Approval - Championships Committee

Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

Title: COMMITTEES -- DIVISION II COMMITTEES -- DIVISION II GENERAL COMMITTEES -- ACADEMIC REQUIREMENTS COMMITTEE -- DUTIES -- FINAL WAIVER AUTHORITY

Convention Year: 2019
Effective Date: Immediate
Proposal Number: NC-2019-26
Source: NCAA Division II Management Council (Academic Requirements Committee).
Category: Noncontroversial
Topical Area: Committees
Status: Ready for Ratification Convention Vote

Intent: To specify that the Academic Requirements Committee’s determination on an academic waiver shall be final, binding and conclusive and shall not be subject to further review.

Bylaws: Amend 21.8.5.1, as follows:

21.8.5.1 Academic Requirements Committee.
   [21.8.5.11 through 21.8.5.12 unchanged.]

   21.8.5.1.3 Decision Final. The committee’s determination on academic waivers shall be final, binding and conclusive and shall not be subject to further review by the Division II Management Council or any other authority.

Additional Information:

Per the NCAA Division II Academic Requirements Committee Subcommittee on Progress-Toward-Degree Waivers policies and procedures, the "subcommittee’s determination shall be final, binding and conclusive and shall not be subject to further review by any other authority." However, this authority is not outlined in the committee’s legislated duties. Other Division II committees with waiver authority (e.g., NCAA Division II Committee for Legislative Relief, NCAA Division II Committee on Student-Athlete Reinstatement) have specific legislation indicating the respective committee’s final authority. This change would legislate the Academic Requirements Committee’s final waiver authority for academic waivers.

Review History:

   Feb 15, 2018: Recommends Approval - Academic Requirements Committee
   Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

Title: EXECUTIVE REGULATIONS -- SELECTION OF TEAMS AND INDIVIDUALS FOR CHAMPIONSHIPS PARTICIPATION -- AUTOMATIC QUALIFICATION -- REQUIREMENTS -- DIVISION CHAMPIONSHIPS -- SCHOOLS IN THE MEMBERSHIP PROCESS AND THE REQUIREMENTS FOR AUTOMATIC QUALIFICATION WHEN AN ACTIVE CONFERENCE ADDS A SPORT

Convention Year: 2019

Effective Date: Immediate

Proposal Number: NC-2019-27

Source: NCAA Division II Management Council (Championships Committee).

Category: Noncontroversial

Topical Area: Executive Regulations

Status: Ready for Ratification Convention Vote

Intent: To permit conferences to count institutions in the membership process to satisfy the requirement that a conference have at least six institutions that are full conference members competing for two consecutive years to be eligible for automatic qualification in the sport.

Administrative: Amend 31.3.4.2, as follows:

31.3.4.2 Requirements -- Division Championship. To be eligible for automatic qualification in any Division II championship, a member conference must meet the following general requirements:

[31.3.4.2-(a) through 31.3.4.2-(b) unchanged.]

(c) Have at least six active members that sponsor the sport at the varsity intercollegiate level and have competed for two consecutive years in the division in which automatic qualification is sought and that are eligible for the NCAA championship, and have had at least six active members that are eligible for the NCAA championship participate in the process that determines the automatic qualifier. Institutions that are affiliate members of a conference in a particular sport may be used to satisfy the sponsorship requirement for automatic qualification in that sport. Institutions in the membership process may not be used to satisfy the sponsorship requirement for automatic qualification. requirement that a conference have six members that have competed together for two consecutive years. A conference shall not be eligible for automatic qualification in a sport until it has at least six active Division II member institutions that sponsor the sport. Once a conference has satisfied the requirements for automatic qualification in a Division II championship set forth in Bylaws 31.3.4.1-(a) through 31.3.4.1-(c), the conference must also meet the following criteria:

[31.3.4.2-(d) through 31.3.4.2-(l) unchanged.]

Additional Information:

Current legislation does not permit a conference to use institutions in the membership process to satisfy the requirement that it have six active members that have competed together in the sport for two consecutive years for purposes of earning automatic qualification in a sport. Due to changes in the membership process, provisional schools must be in full compliance with NCAA legislation during years two and three of the membership process. This change would permit conferences to count schools in the membership process to meet the requirement that six members compete in the sport together for a period of two years. If this change is adopted, a conference would remain ineligible for automatic qualification in a sport until it has six active member institutions sponsoring the sport. It would remain impermissible for schools in the membership process to be used to meet the requirement that a conference have six active member institutions that sponsor the sport.

Review History:
Noncontroversial Legislation

Feb 13, 2018: Recommends Approval - Championships Committee
Apr 10, 2018: Approved in Concept - Management Council
Noncontroversial Legislation

**Title:** AMATEURISM AND RECRUITING -- PROMOTIONAL ACTIVITIES AND PRIVATE LESSONS -- ELIMINATION OF REQUIREMENT TO OBTAIN WRITTEN APPROVAL FROM THE INSTITUTION’S PRESIDENT OR CHANCELLOR

**Convention Year:** 2019

**Effective Date:** Immediate

**Proposal Number:** NC-2019-28

**Source:** NCAA Division II Presidents Council [Management Council (Legislation Committee)].

**Category:** Noncontroversial

**Topical Area:** Amateurism

**Status:** Ready for Ratification Convention Vote

**Intent:** To eliminate the requirement that a student-athlete must receive written approval from the institution’s president or chancellor (or his or her designee) prior to the student-athlete’s participation in a noninstitutional, charitable or nonprofit promotion; further, in equestrian, golf and tennis, to eliminate the requirement that an institutional coach must receive written approval from the institution’s president or chancellor prior to the coach’s participation in a private lesson.

**A. Bylaws:** Amend 12.5.1.1, as follows:

12.5.1.1 Institutional, Charitable, Educational or Nonprofit Promotions. A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a noninstitutional charitable, educational, nonprofit or government agency (e.g., the armed services) may use a student-athlete’s name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete’s participation in intercollegiate athletics, provided the following conditions are met:

(a) The student-athlete receives written approval to participate from the institution’s chancellor or president (or his or her designee), subject to the limitations on participants in such activities as set forth in Bylaw 17.

[12.5.1.1-(b) through 12.5.1.1-(h) relettered as 12.5.1.1-(a) through 12.5.1.1-(g), unchanged.]

[12.5.1.1 through 12.5.1.7 unchanged.]

**B. Bylaws:** Amend 13.11.3.5, as follows:

13.11.3.5 Private Lessons. An institution’s equestrian, golf or tennis coach may teach private equestrian, golf or tennis lessons to a prospective student-athlete, provided the following conditions are met: [D]

[13.11.3.5-(a) through 13.11.3.5-(b) unchanged.]

(c) Prior written approval is received annually from the institution’s president or chancellor;

[13.11.3.5-(d) through 13.11.3.5-(e) relettered as 13.11.3.5-(c) through 13.11.3.5-(d), unchanged.]

**Additional Information:**

Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation requires an institution to obtain written approval from the institution’s chancellor or president prior to a student-athlete’s participation in a permissible promotional activity. In addition, equestrian, golf and tennis coaches seeking to offer private lessons are also required to obtain chancellor or president approval. A significant amount of time is spent securing signatures rather than confirming that the other requirements of the legislation are met. Such confirmation should be left to the discretion of a member...
Noncontroversial Legislation

institution. This recommended change maintains and promotes the NCAA's commitment to amateurism and equity in recruiting, while eliminating unnecessary bureaucratic requirements.

Review History:

- Mar 6, 2018: Recommends Approval - Legislation Committee
- Apr 10, 2018: Approved in Concept - Management Council
- Apr 24, 2018: Recommends Modifications - Presidents Council
ACTION ITEMS.

1. Legislative Items.
   • None.

2. Nonlegislative Items.
   • None.

INFORMATIONAL ITEMS.

1. Update on ACT-SAT Concordance Study. Staff provided an update regarding the ACT-SAT concordance study being conducted jointly by The College Board (SAT) and ACT, the results of which are expected to be made public mid-June 2018. Additionally, the NCAA will conduct a validity study of the two tests, with anticipated results in summer 2019. Updates related to these studies will be provided to the committee at future meetings, and it is anticipated that the committee will consider recommendations for future use of the tests.

2. Update on NCAA Division II Culture of Compliance Review. Following the 2016 NCAA Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. The NCAA Division II Management Council referred three legislative items for consideration by the committee at its September 2018 meeting, as well as the development of a resource to enhance academic advising on Division II campuses.

3. Update on Eligibility Modules for Division II University. The committee received an update on the planning and development of educational materials for Division II University, the online coaches’ education program, related to eligibility requirements. The eligibility modules will be released by August 2018.

4. Update on NCAA Division I Academic Issues. The committee received an update on issues being discussed by the NCAA Division I Council Transfer Working Group and the NCAA Division I Committee on Academics.

5. Update on the Commission on College Basketball. The committee reviewed the recommendations from the Commission on College Basketball and the potential impact of these recommendations on Division II. The NCAA Division II Administrative Committee endorsed a framework for the next steps for Division II. This framework calls for tracking the changes in Division I legislation or policy and recommending similar changes in areas that impact Division II, following normal legislative processes where possible, and being ready to implement special processes if necessary (e.g., Presidents Council adopting emergency legislation). The committee will receive further updates at future meetings.
6. **Update on NCAA Division II Membership Census.** Staff reviewed selected results from the 2018 Division II Membership Census. The committee reviewed general topics of interest across the division.

7. **NCAA Division II Academic Requirements Committee Subcommittee on Initial-Eligibility Waivers Statistics for 2017-18.** The committee was provided an update on initial-eligibility waiver statistics for the 2017-18 academic year.

8. **Review of 2018-19 Division II Initial-Eligibility Waiver Directive.** The committee reviewed and approved the document that outlines the standards of review for initial-eligibility waivers for 2018-19. The new directive separates the decision guidelines for Divisions I and II.

9. **Review of 2018-19 Subcommittee on Initial-Eligibility Waivers Policies and Procedures.** The committee reviewed and approved an updated initial-eligibility policies and procedures document that contained no substantive changes from 2017-18.

10. **Review of Prospective Student-Athlete Review Statistics for 2017-18.** The committee was provided an update on prospective student-athlete review statistics for the 2017-18 academic year.

11. **Review of May 2018 NCAA Student Records Review Committee Report.** The committee reviewed the report of the Student Records Review Committee’s May 2018 teleconference.

12. **Review of 2018-19 Student Records Review Committee Policies and Procedures.** The committee reviewed and approved an updated Student Records Review Committee’s policies and procedures document that contained no substantive changes from 2017-18.

13. **Review of April 2018 NCAA International Student Records Committee Report.** The committee reviewed the report of the International Student Records Committee’s April 2018 meeting.


15. **Review of April 2018 NCAA High School Review Committee Reports.** The committee reviewed the reports of the High School Review Committee’s April 2018 in-person and electronic meetings.

17. **Review of 2018-19 Division II Progress-Toward-Degree Waiver Directive.** The committee reviewed and approved the document that outlines the standards of review for progress-toward-degree waivers for the 2018-19 academic year. Under a new directive, academic recovery plans are no longer considered required documentation; institutions may include them if needed or requested by staff to support a waiver request.

18. **Review of 2018-19 NCAA Division II Academic Requirements Committee Subcommittee on Progress-Toward-Degree Waivers Policies and Procedures.** The committee reviewed and approved the Subcommittee on Progress-Toward-Degree Waivers’ policies and procedures for the 2018-19 academic year.

19. **Review of 2018-19 Division II Two-Year College Transfer Waiver Directive.** The committee reviewed and approved the document that outlines the standards of review for two-year college transfer waivers for the 2018-19 academic year.

20. **Review of February 2018 Academic Requirements Committee Report.** The committee reviewed and approved the report from its February 2018 in-person meeting.

21. **Review of Division II Presidents Council and Division II Management Council April 2018 Summary of Actions.** The committee reviewed the summary of actions from the April 2018 meetings of the Presidents Council and the Management Council.

22. **Discussion Regarding Future Chair Election and Subcommittee Appointments.** The committee was reminded that Paul Leidig’s term as chair expires in January 2019 and that committee members may nominate themselves or other members for the position by July 2, 2018. The committee will vote to select a new chair at its September meeting. The committee also reviewed its current subcommittee assignments.

23. **Future Scheduled Meetings.**
   
a. September 13-14, 2018, in-person meeting; Indianapolis, Indiana.

b. February 11-12, 2019; in-person meeting; Indianapolis, Indiana.

*Committee Chair:* Paul Leidig, Grand Valley State University  
*Staff Liaisons:* Susan Britsch, Academic and Membership Affairs  
   Gregg Summers, Research  
   Karen Wolf, Academic and Membership Affairs
### NCAA Division II Academic Requirements Committee

**Attendees:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brenda Cates</td>
<td>University of Mount Olive</td>
</tr>
<tr>
<td>Paul Leidig</td>
<td>Grand Valley State University</td>
</tr>
<tr>
<td>Perry Massey</td>
<td>Fayetteville State University</td>
</tr>
<tr>
<td>Pennie Parker</td>
<td>Rollins College</td>
</tr>
<tr>
<td>Shawn Ward</td>
<td>Le Moyne College</td>
</tr>
<tr>
<td>Christina Whetsel</td>
<td>Angelo State University</td>
</tr>
<tr>
<td>Jeff Yasalonis</td>
<td>University of Mount Olive</td>
</tr>
</tbody>
</table>

**Absentees:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Heimstead</td>
<td>California State Polytechnic University, Pomona.</td>
</tr>
<tr>
<td>Felicia Johnson</td>
<td>Virginia Union University</td>
</tr>
<tr>
<td>Philip Kerstetter</td>
<td>University of Mount Olive</td>
</tr>
<tr>
<td>Joseph Kissell</td>
<td>Bloomsburg University of Pennsylvania.</td>
</tr>
<tr>
<td>Patrick Wempe</td>
<td>Henderson State University</td>
</tr>
</tbody>
</table>

**NCAA Staff Support in Attendance:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Susan Britsch</td>
<td>Gregg Summers, and Karen Wolf</td>
</tr>
</tbody>
</table>

**Other NCAA Staff Members in Attendance:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alyson Grady</td>
<td>Maritza Jones, Jane McGill, Sarah Overpeck and Stephanie Quigg Smith.</td>
</tr>
</tbody>
</table>
REPORT OF THE  
NCAA DIVISION II CHAMPIONSHIPS COMMITTEE  
APRIL 5, 2018, TELECONFERENCE

ACTION ITEMS.

1. Legislative items.
   • None.

2. Nonlegislative items.
   • None.

INFORMATIONAL ITEMS.

1. Welcome and review of agenda. Championships Committee Chair, Sue Willey, welcomed the group and reviewed the agenda.

2. Committee reports. Committee members approved reports from their February 13 in-person meeting and March 5 electronic vote as submitted.

3. Sport committee reports.
   • Men’s and women’s soccer.
     a. Individual committee reports. The Championships Committee received reports from the Division II Men’s and Women’s Soccer Committees’ January 29-30 meetings. While there were no action items from either report for the Championships Committee to consider, the Men’s Soccer Committee did ask for feedback regarding how the new super-region format will affect the size of regional advisory committees, since two regions will be combined into one. The Championships Committee agreed with the Men’s Soccer Committee’s recommendation to have one representative from each conference instead of two. The Championships Committee supports having two representatives from each conference, one coach and one administrator, to ensure a balance between coaches and administrators in each super region.

     b. Joint meeting report. Championships Committee members also reviewed the report from the Men’s and Women’s Soccer Committees’ joint meeting on January 30 and supported the committees’ recommendation to implement a video exchange policy beginning with the 2019 championships. Starting with the second round, host institutions must upload game video and provide links to advancing teams or be subject to a fine. The committees acknowledged that conference buy-in will be vital to the successful implementation of the video exchange process in the postseason since some conference policies may need to change to allow teams to exchange video.
4. **Automatic qualification waiver request.** The committee reviewed and approved a waiver request from the Lone Star Conference regarding automatic qualification in men’s golf. While the conference had attained the six active members required for the two-year waiting period to begin in July 2016, one of those members failed to meet minimum sports sponsorship requirements during the 2016-17 academic year due to extenuating circumstances. Because the conference is on track to meet the automatic qualification requirements in 2017-18, it asked for a waiver to count 2016-17 as part of the two-year waiting period.

5. **2017 cross country championships web streaming analytics.** Staff updated the committee on viewership during the 2017 Division II Men’s and Women’s Cross Country Championships. Those data were not available when the committee reviewed analytics from the other fall sports championships at its in-person meeting in February.

6. **Football Automatic qualification discussions.** Staff noted ongoing discussions among the Division II Football Committee and the Division II football community regarding issues surrounding earned access versus automatic qualification in football. Staff noted that a more comprehensive summary of those discussions will be offered for the Championships Committee to consider at its June in-person meeting.

7. **Other business.** None.

8. **Future meeting dates through 2019.**
   b. September 11-12, 2018.

9. **Adjournment.** Ms. Willey adjourned the teleconference at 3:47 p.m. Eastern time, April 5.

*Committee Chair:* Sue Willey, University of Indianapolis  
*Staff Liaison(s):* Roberta Page, Championships and Alliances  
*Molly Simons, Championships and Alliances  
*Amanda Conklin, Academic and Membership Affairs*
<table>
<thead>
<tr>
<th>Division II Championships Committee</th>
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<td>April 5, 2018, Teleconference</td>
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**Attendees:**
- Michael Anderson, Gulf South Conference.
- Greg Bamberger, Kutztown University of Pennsylvania.
- Pat Britz, South Atlantic Conference.
- Steve Card, Western Washington University.
- Kim Duyst, California State University, Stanislaus.
- Terri Holmes, Northern State University.
- Kristin Mort, Colorado Mesa University.
- Pennie Parker, Rollins College (Management Council chair).
- Julie Ruppert, Northeast-10 Conference.
- Eric Schoh, Winona State University (Management Council vice chair).
- Tom Shirley, Thomas Jefferson University.
- Kim Vinson, Cameron University.
- Sue Willey, University of Indianapolis.

**Absentees:**
- Deiontae Nicholas, Wayne State University (Michigan).

**Guests in Attendance:**
- Gary Brown, NCAA Contractor.

**NCAA Staff Support in Attendance:**
- Roberta Page, Championships and Alliances.
- Molly Simons, Championships and Alliances.

**Other NCAA Staff Members in Attendance:**
- John Baldwin, Championships and Alliances.
- Eric Breece, Championships and Alliances.
- Terri Gronau, Division II Governance.
- Leslie Havens, Championships and Alliances.
- Ryan Jones, Division II Governance.
- Catherine Krawiec, Championships and Alliances.
- Donnie Wagner, Championships and Alliances.
ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   - None.

INFORMATIONAL ITEMS.

1. Welcome and review of agenda. Championships Committee Chair, Sue Willey, welcomed the group and reviewed the agenda.

2. Committee reports. Committee members approved the report from its April 5 teleconference, as submitted.

3. Review of misconduct. The committee reviewed and ultimately approved recommended penalties from the NCAA Division II Wrestling Committee regarding an incident that occurred at the 2018 Division II Wrestling Championship. The Championships Committee typically reviews misconducts at its June meeting, but the timing in this case from a procedural perspective required earlier action. In addition, the Wrestling Committee’s recommendation fell outside the prescribed standards in NCAA Bylaw 31.1.8.3 (penalty for misconduct), which relate to participation in NCAA postseason contests the following year. In the case of wrestling as an individual/team sport, however, such a suspension essentially would render the student-athlete ineligible for the entire championship (or the suspension could even be moot if the student-athlete in question does not qualify for the championship). As such, the Wrestling Committee recommended that the suspensions apply to a specified number of regular-season matches in 2018-19 for the student-athletes involved. The Championships Committee supported this decision.

4. Other business. None.

5. Future meeting dates through 2019. The committee reviewed the list of future meeting dates through 2019.
   b. September 11-12, 2018.
6. **Adjournment.** Ms. Willey adjourned the teleconference at 2:18 p.m. Eastern time May 3.

| Committee Chair: | Sue Willey, University of Indianapolis |
| Staff Liaison(s): | Roberta Page, Championships and Alliances  
Molly Simons, Championships and Alliances  
Amanda Conklin, Academic and Membership Affairs |

### Division II Championships Committee  
**May 3, 2018, Teleconference**

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<td>Catherine Krawiec, Championships and Alliances.</td>
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<td>Ryan Tressel, Championships and Alliances.</td>
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ACTION ITEMS.

1. Legislative items.

   • Noncontroversial Legislation – NCAA Bylaw 31.3.5 – Executive Regulations – Selection of Teams and Individuals for Championships Participation – Earned Access – Football.

     a. **Recommendation.** Adopt noncontroversial legislation to specify that to qualify for earned access, a team must be ranked no more than two spots lower than the current super region bracket size (e.g., currently in the top nine) in the final NCAA Division II football super regional ranking (instead of the top eight).

     b. **Effective date.** Immediate.

     c. **Rationale.** Previously for conferences to be eligible for earned access, teams needed to be ranked in the top eight of the final super regional rankings on selection weekend. When the football bracket expanded two years ago from six teams to seven in each super region, the requirement for a team to be in the top eight to qualify for earned access did not change. This recommendation would restore the policy that in order for earned access to apply, teams would need to be ranked no more than two spots lower than the size of the current super region bracket.

     d. **Estimated budget impact.** None.

     e. **Student-athlete impact.** Moving the requirement to the top nine teams should provide most, if not all, conferences access to the football championship.

2. Nonlegislative items.

   a. **Scoring format in men’s and women’s tennis.**

      (1) **Recommendation.** That tennis adopt the “no-ad scoring” formula in singles and doubles with a total of seven team points for regular-season, conference championship and Division II championship play. The no-ad formula allows competitors to win by one point instead of two.

      (2) **Effective date.** September 1, 2018.

      (3) **Rationale.** The current regular advantage scoring formula extends matches because players must win by two points (once a game is tied at 40-all, the sequence is “advantage, deuce, advantage, deuce,” etc., until a player with the advantage wins the decisive point). The no-ad scoring eliminates this sometimes “ad-infinitum” syndrome.
and inserts more decisive moments into the competition. It also shortens overall match length into a more fan friendly window and provides student-athletes more time for rest and recovery during the competition without altering the nature of the sport. The Intercollegiate Tennis Association (ITA), which governs regular-season play, adopted the format for individual play in Division I during the fall 2014 season, and Division I adopted the formula for NCAA championships competition in 2016. The Division II Men’s and Women’s Tennis Committee supports the change.

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

(5) **Student-athlete impact.** Student-athletes will have more recovery time between matches and the chance to play in a more exciting format.

b. **Seeding at the finals in team sports.**

   (1) **Recommendation.** That team sport committees not already seeding teams advancing to the championship finals (men’s and women’s soccer, men’s and women’s tennis) begin doing so effective with championships in 2018-19.

   (2) **Effective date.** 2018-19 championships.

   (3) **Rationale.** The Division II Championships Committee noted the positive outcomes from sport committees that recently have begun seeding teams advancing to the finals and agreed to ask that all team sport committees follow suit. The recommendation enhances the championship finals but also adds procedural consistency across sports.

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

   (5) **Student-athlete impact.** Seeding teams advancing from regional competition increases the likelihood that the best teams meet in the championship final.

c. **Seeding the championship bracket in women’s lacrosse.**

   (1) **Recommendation.** That the Division II Women’s Lacrosse Committee seed the four teams advancing to the championship final site. The committee will seed the teams based on all current selection criteria.

   (2) **Effective date.** 2019 championship.

   (3) **Rationale.** Seeding the four teams that advance to the finals site increases the likelihood that the top teams will advance through the championship. When seeding the teams, the committee will evaluate all selection criteria to be consistent with the ranking process throughout the season.

   (4) **Estimated budget impact.** None.
(5) **Student-athlete impact.** None.

d. **Seeding the championship bracket in wrestling.**

   (1) **Recommendation.** That the Division II Wrestling Committee seed the championship qualifiers advancing to the final site.

   (2) **Effective date.** 2019 championship.

   (3) **Rationale.** With four super regions and 180 wrestlers, the math worked out nicely for a randomized formula pairing (#1 in the East wrestles #4 in the West, #2 in the Central wrestles #3 in the Midwest, etc.). Now with 180 wrestlers coming from six super regions, that formula does not work as well, thus prompting the recommendation for seeding at the finals site. The committee has developed a system similar to the one used for pre-seeding the super-regional tournament (same number of qualifiers). Division III also uses this system. Each super region would select two coaches to be on the seeding committee. The seeding committee would use the same system as with pre-seeding by submitting votes electronically. The votes are totaled, and discrepancies within 10 seeding points are resolved via teleconference.

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

   (5) **Student-athlete impact.** The committee believes this recommendation will result in better matchups within the bracket.

e. **Super region adjustments in wrestling.**

   (1) **Recommendation.** That the Division II Wrestling Committee adjust the six-super region model to accommodate sponsorship changes (schools dropping and adding programs along with transitioning to Division I) [see Attachment A]

   (2) **Effective date.** September 1, 2018.

   (3) **Rationale.** The committee developed three models initially and sought feedback from the membership (athletics directors, head wrestling coaches and senior woman administrators) on those models and/or others. The committee tried to keep the number of institutions in each of the super regions as equal as possible and make travel reasonable. The task was complicated by several new institutions either starting a program or reclassifying as a Division II member. However, the committee used an analysis of travel mileage to ultimately inform the recommendation in Attachment A.

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

   (5) **Student-athlete impact.** None.

f. **Championship qualification requirements and sport sponsorship requirements.**
(1) **Recommendation.** That for all sports, the minimum number of contests required for championship selection match or exceed the minimum number of contests required for sport sponsorship. In addition, that for individual sports, minimum participant requirements that align with sports sponsorship minimums should be established for championship selection.

(2) **Effective date.** September 1, 2019.

(3) **Rationale.** In reviewing current minimum numbers for championships selection and sport sponsorship, the Division II Championships Committee noted that several sports require fewer contests for selection than for sport sponsorship (men’s and women’s golf, women’s rowing, men’s and women’s swimming and diving, and wrestling). For selection purposes, those minimums should at least match the number required for sport sponsorship. In addition, most individual sports do not currently include minimum participants requirements as a part of championship selection minimums. Individual sports that do not currently include minimum participant requirements are strongly encouraged to establish minimums that align with minimum participant requirements for sports sponsorship. This recommendation levels the playing field across sports and protects the integrity of access to the championships by not allowing individuals to be selected from institutions that do not meet the sport’s sponsorship requirements.

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

(5) **Student-athlete impact.** None.

g. **Regionalization Working Group.**

(1) **Recommendation.** That the NCAA Division II Regionalization Working Group be discontinued.

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

(3) **Rationale.** The Division II Management Council appointed the Regionalization Working Group in October 2016 and the group began meeting in January 2017 to address a number of membership concerns regarding the division’s regionalization model and principles. The group conducted its third in-person meeting June 18-19 and submitted its final recommendations to the Division II Championships Committee [see final report of the NCAA Division II Regionalization Working Group]. Accordingly, the Championships Committee recommends that the group be discontinued.

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

(5) **Student-athlete impact.** None.
INFORMATIONAL ITEMS.

1. **Welcome and review of agenda.** Championships Committee Chair Sue Willey welcomed the group and reviewed the agenda and schedule of presenters. She also noted Kim Duyst’s absence due to her having retired and asked the committee to join her in publicly thanking Ms. Duyst for her contributions to the group and to Division II. Ms. Willey noted that Michael Cerino, vice president for intercollegiate athletics at Limestone College, will replace Ms. Duyst.

2. **Division II strategic plan.** Staff updated the committee on progress made in the six-year plan, noting that this year represents the midpoint of the plan’s implementation and that the Division II Planning and Finance Committee is leading a midterm assessment of the plan, informed in part by results of the 2018 Division II Membership Census. The Division II governance structure will be asked for input this fall, with an updated version of the 2015-21 plan to be distributed at the 2019 NCAA Convention.

3. **Review of previous reports.** The committee approved the report from its May 3, 2018, teleconference as submitted.

4. **2017-18 budget review.** The committee reviewed budget-to-actuals and expenses from the 2018 winter sport championships as information only.

5. **Membership census report.** Staff updated the committee on results from the 2018 Division II Membership Census pertaining to championships operations.

6. **Update from the Regionalization Working Group.** The committee reviewed outcomes from the working group’s final in-person meeting on June 18-19, which Championships Committee members also attended. The working group finalized several recommendations (see the final report of the NCAA Division II Regionalization Working Group for a summary of outcomes), but its primary observation was that despite recent membership concerns regarding regionalization, particularly the conference matches that sometimes (some would say frequently) occur in the first round of a championship, regionalization remains a core tenet of Division II (as supported by the 2018 Division II Membership Census) and should not be abandoned or significantly altered for the foreseeable future. The working group in fact recommended that while sport committees should continue to brainstorm ways to improve how regionalization applies to their championships, any overarching review of regionalization should be more periodic than ongoing, perhaps once every five years to correspond with how often the Division II census is conducted. Accordingly, the working group believes it has completed its charge and should be discontinued (see Action Item No. 2-g).

7. **Committee updates.**

   a. **Membership Committee.** Staff updated the group on items the Membership Committee will address at its meeting later this month, including the evaluation of schools either
seeking to enter or currently in the membership process. Three institutions have submitted applications to enter the membership process, including one seeking to reclassify from Division I. Three institutions already in the membership process could be approved to become active members September 1 [Emmanuel College, Spring Hill College and Westminster College (Utah)]. The Membership Committee also will discuss composition requirements for conferences.

b. **Playing Rules Oversight Panel.** Staff updated the committee on the panel’s most recent reports and on the officials’ background check program. Staff discussed potential changes being considered in basketball that would affect court markings and noted PROP’s continued preference for rules committees providing a one-year delay for changes that carry a financial or facility impact.

8. **Sport reports and updates.**

a. **Football.** The committee reviewed a report from the football committee’s February 12-14, 2018, meeting and supported the committee’s recommendation regarding earned access. (See Legislative Action Item.)

b. **Men’s basketball.** The committee reviewed a report from the men’s basketball committee’s April 11-13, 2018, meeting as information only.

c. **Women’s basketball.** The committee reviewed a report from the women’s basketball committee’s April 11-13, 2018, meeting as information only. The Championships Committee did support the committee continuing to explore options for another combined championship in conjunction with the Division I Women’s Final Four, given the resounding success of the combined championship conducted in 2015.

d. **Women’s lacrosse.** The committee reviewed a report from the lacrosse committee’s March 21, 2018, teleconference and supported the committee’s recommendation to seed the four teams advancing from the regional round (see Nonlegislative Action Item 2-e).

e. **Men’s and women’s swimming and diving.** The committee reviewed a report from the swimming and diving committee’s April 16-17, 2018, meeting as information only.

f. **Men’s and women’s tennis.** The committee reviewed a report from the tennis committee’s May 12-13, 2018, meeting and noted the tennis committee’s support for a scoring format change. (See Nonlegislative Action Item No. 2-a.)

g. **Women’s volleyball.** The committee reviewed a report from the volleyball committee’s January 24-25, 2018, meeting as information only.

h. **Wrestling.** The committee reviewed a report from the wrestling committee’s April 9-11, 2018, meeting and supported the committee’s recommendations to align institutions into the six super-region format and to seed participants at the finals site (see Nonlegislative
The Championships Committee also approved the wrestling committee’s recommendations regarding super regional hosts for the 2019 and 2020 championships.

i. **Other discussion items.**

- **Automatic qualification report.** The committee approved requests from conferences in the following sports for championships in 2018-19: baseball, men’s basketball, women’s basketball, football, men’s golf, women’s golf, men’s soccer, women’s soccer, softball, men’s tennis, women’s tennis, and women’s volleyball [see Attachment B].

- **Winter sport championship recaps.** Committee members reviewed reports from the 2018 winter sport championships as information only.

- **Championship qualification requirements vs. sport sponsorship requirements.** The committee reviewed a sport-by-sport comparison of the minimum number of contests required for sponsorship and the minimum number of contests required for selection to the championship. Committee members agreed that the minimum number of contests and participants required for championship selection should match or exceed the minimum number of contests and participants required for sport sponsorship. (See Nonlegislative Action Item No. 2-f.)

- **Review Division II Fall Championships Festival dates.** The committee noted that the men’s and women’s soccer championships and the women’s volleyball championship are now on the same weekend, which prompted a discussion about whether dates for future fall festivals beyond the 2018 event should be changed to match the championship dates in those sports. After initial discussion, the committee agreed to wait until the next bid cycle to finalize a decision on dates.

- **Review bench limit, squad size and travel party.** The committee reviewed a sport-by-sport comparison of travel party, team/squad and bench size document as information only.

9. **Staff updates.**

a. **Championships external operations.** Chris Termini, managing director of championships external operations, joined the meeting to update the committee on initiatives in areas he oversees (statistics and media coordination; marketing and ticketing; licensing and merchandising; and digital and social media).

b. **Legal affairs.** Naima Stevenson from the NCAA’s general counsel office updated the committee on legal affairs involving or affecting the NCAA.
c. **Governance.** Staff updated the group on the ongoing Make It Yours brand activation and the status of efforts to solidify a new regular-season media agreement, as well as actions from the April Management and Presidents Councils meetings, including the Championships Committee’s recommendation that the Management Council adopt noncontroversial legislation to allow for the sale of alcohol at the Division II Men’s Lacrosse Championship. The Management Council tabled that recommendation to allow the Division III Championships Committee more time to deliberate the matter. Staff noted that the Division III Championships Committee during its June 18-19 meeting supported the sale of alcohol not only at the Division III Men’s Lacrosse Championship but also at any joint championships that include Division I, provided they meet current parameters and are held at the same facility. The Division II Championships Committee agreed to continue supporting its original recommendation to the Management Council.

d. **Championships analytics.** Committee members reviewed data on live streaming at Division II winter sport championships.

e. **National Championships Festival.** Staff updated the committee on plans for the 2018 Division II National Championships Festival for fall sports (men’s and women’s cross country, men’s and women’s soccer, women’s volleyball, and field hockey) November 26 through December 1 in Pittsburgh.

f. **Division II University update.** Staff noted that the online coaches education project designed to engage Division II coaches more fully on compliance, legislative, and health and safety issues launched successfully in May and will be updated as courses are added in the coming months. A proposal is making its way through the governance structure for the 2019 Convention to have the online education system replace the current coaches recruiting exam.

g. **Update on Commission on College Basketball.** Staff updated the committee on the status of topical working groups created as a result of the commission’s report and the timeline under which recommendations ultimately will be vetted and finalized.

10. **Future meeting dates through 2019.**


11. **Other business.**
a. **Award option for championship runner-up.** The Championships Committee agreed to permit the national runner-up to purchase a team trophy if desired at the institution’s expense. (Currently, team trophies are awarded to the regional winners and the national championship winner.)

b. **Naming of rounds.** The committee asked staff to consult with conference communications directors to discuss whether the naming of various rounds of championship competition (e.g., regional, regional final, super regional) can be more consistent across sports.

c. **Governance scorecard.** Staff noted appreciation for unanimous participation from the Championships Committee on this initiative and engaged members in a discussion regarding areas in which staff can enhance their service to the group.

d. **Committee recognition.** The committee thanked outgoing member Julie Ruppert for her outstanding contributions to the committee and to Division II during her time with the group.

12. **Adjournment.** Ms. Willey adjourned the meeting at 11:25 a.m. Eastern time, June 20.

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**Committee Chair:** Sue Willey, University of Indianapolis  
**Staff Liaison(s):** Roberta Page, Championships and Alliances  
Molly Simons, Championships and Alliances  
Amanda Conklin, Academic and Membership Affairs  

| Division II Championships Committee  
| June 19-20, 2018, Meeting  
| Attendees:  
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| Greg Bamberger, Kutztown University of Pennsylvania.  
| Pat Britz, South Atlantic Conference.  
| Steve Card, Western Washington University.  
| Terri Holmes, Northern State University.  
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| Deiontae Nicholas, Wayne State University (Michigan).  
| Pennie Parker, Rollins College (Management Council Chair).  |
Julie Ruppert, Northeast-10 Conference.
Eric Schoh, Winona State University (Management Council Vice Chair).
Tom Shirley, Thomas Jefferson University.
Kim Vinson, Cameron University.
Sue Willey, University of Indianapolis.

**Absentees:**
None.

**Guests in Attendance:**
Gary Brown, NCAA Contractor.

**NCAA Staff Support in Attendance:**
Amanda Conklin, Academic and Membership Affairs.
Roberta Page, Championships and Alliances.
Molly Simons, Championships and Alliances.

**Other NCAA Staff Members in Attendance:**
Ben Brownlee, Championships and Alliances.
Dan Calandro, Championships and Alliances.
Nate Flannery, Championships External Operations.
Terri Gronau, Division II Governance.
Leslie Havens, Championships and Alliances.
Maritza Jones, Division II Governance.
Ryan Jones, Division II Governance.
John Pfeffenberger, Administrative Services.
Marie Scovron, Championships and Alliances.
Juanita Sheely, Administrative Services.
Stephanie Quigg Smith, Academic and Membership Affairs.
Micki Spears, Administrative Services.
Naima Stevenson, General Counsel.
Liz Suscha, Championships and Alliances.
Chris Termini, Championships External Operations.
Angela Tressel, Academic and Membership Affairs.
Ryan Tressel, Championships and Alliances.
Donnie Wagner, Championships and Alliances.
# of Teams | Super Region One (Yellow on map) | Super Region Two (Blue on map) | Super Region Three (Purple on map) | Super Region Four (Orange on map) | Super Region Five (Green on map) | Super Region Six (Red on map)
--- | --- | --- | --- | --- | --- | ---
1 | American Int. | NEC 10 - E | Coker | SAC - SE | Indianapolis | GLVC - MW | Newman | MIAA - C | Augustana | NSIC - C | Adams State | RMAC - SC
2 | East Stroudsburg | PSAC - ATL | Newberry | SAC - SE | Ashland | GLIAC - MW | Central Oklahoma | MIAA - C | Mankato | NSIC - E | Chadron State | RMAC - SC
3 | Gannon | PSAC - ATL | Queens | SAC - SE | Tiffin | GMAC - MW | Central Missouri | MIAA - C | Moorhead | NSIC - C | Colorado Mesa | RMAC - SC
4 | Kutztown | PSAC - ATL | UNC-Pembroke | PBC - SE | Findlay | GMAC - MW | Lindenwood | MIAA - C | Minot State | NSIC - C | Colorado Mines | RMAC - SC
5 | Mercyhurst | PSAC - ATL | Alderson Broaddus | GMAC - MW | Lake Erie | GMAC - MW | Maryville | GLVC - MW | Northern State | NSIC - C | CSU-Pueblo | RMAC - SC
6 | Millersville | PSAC - ATL | Ohio Valley | GMAC - MW | Ursinus 18-19 | MEC - ATL | Bryn | GLVC - MW | Southwest MN | NSIC - C | New Mexico Highlands | RMAC - SC
7 | Pitt-Johnstown | PSAC - ATL | Limestone | C. Carolinas - SE | Notre Dame | MEC - ATL | Kansas City | GLAC - C | St. Cloud St. | NSIC - C | Eastern State | RMAC - SC
8 | Seton Hill | PSAC - ATL | King | C. Carolinas - SE | West Liberty | MEC - ATL | McKendree | GLVC - MW | Upper Iowa | NSIC - C | San Francisco State | W
9 | Shippensburg | PSAC - ATL | Belmont Abbey | C. Carolinas - SE | Wheeling Jesuit | MEC - ATL | Fort Hays State | MIAA - C | Mary | NSIC - C | Simon Fraser | GNAC - W
10 | LIU-Post | ECC - E | Emmanuel College 18-19 | C. Carolinas - SE | Bellarmine | GLVC-MW | Kentucky Wesleyan 18-19 | GMAC - MW | UW-Parkside | GLIAC - MW | Nebraska-Kearney | MIAA - C
11 | | | | | | | | | |

*Schools highlighted in colors in the above chart indicate what region they were in for the four-region model.

Committee Super Region Recommendation for 2018-19 Championships

Emmanuel: Scheduled to be active in 2018-19
Davenport: Scheduled to be active in 2019-20
Kent Wesleyan: Reported they will be starting wrestling 2018-19
Urbana: Reported they will be starting wrestling 2018-19
1. **Baseball championship.**

   a. **Recommendation.** That the following 23 conferences be approved for automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

   b. **Effective date.** September 1, 2018.

   c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

   d. **Estimated budget impact.** None.

   e. **Student-athlete impact.** None.

2. **Men’s basketball championship.**

   a. **Recommendation.** That the following 24 conferences receive automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Central Intercollegiate Athletic Association; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

   b. **Effective date.** September 1, 2018.

   c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

   d. **Estimated budget impact.** None.
e. **Student-athlete impact.** None.

3. **Women’s basketball championship.**

a. **Recommendation.** That the following 24 conferences receive automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Central Intercollegiate Athletic Association; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.

4. **Football championship.**

a. **Recommendation.** That the following 14 conferences receive earned access for the 2018-19 academic year: Central Intercollegiate Athletic Association; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Gulf South Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; and Southern Intercollegiate Athletic Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.
5. Men’s golf championship.

a. **Recommendation.** That the following 23 conferences be approved for automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Central Intercollegiate Athletic Association; Conference Carolinas; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification. Please note that waivers were approved previously by the Championships Committee to allow for automatic qualification in 2018-19 for the Great Northwest Athletic Conference and Lone Star Conference.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.

6. Women’s golf championship.

a. **Recommendation.** That the following 19 conferences be approved for automatic qualification for the 2018-19 academic year: Conference Carolinas; Great American; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland South Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast – 10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.
Automatic Qualifications and Earned Access For 2018-19

7. Men’s soccer championship.

a. **Recommendation.** That the following 18 conferences be approved for automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Conference Carolinas; East Coast Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Mountain East Conference; Northeast-10 Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.

8. Women’s soccer championship.

a. **Recommendation.** That the following 22 conferences be approved for automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.
9. **Softball championship.**

   a. **Recommendation.** That the following 24 conferences be approved for automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate; Central Intercollegiate Athletic Association; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletic Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Athletic Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic; and Sunshine State Conference.

   b. **Effective date.** September 1, 2018.

   c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

   d. **Estimated budget impact.** None.

   e. **Student-athlete impact.** None.

10. **Men’s tennis championships.**

    a. **Recommendation.** That the following 16 conferences be approved for automatic qualification for the 2018-19 academic year: Central Atlantic Collegiate Conference; Conference Carolinas; East Coast Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Gulf South Conference; Heartland Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

    b. **Effective date.** September 1, 2018.

    c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

    d. **Estimated budget impact.** None.

    e. **Student-athlete impact.** None.

11. **Women’s tennis championships.**
a. **Recommendation.** That the following 21 conferences be approved for automatic qualification for the 2018-19 academic year: Central Atlantic Collegiate Conference; Central Intercollegiate Athletic Association; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletic Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Athletic Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.

12. **Women’s volleyball championship.**

a. **Recommendation.** That the following 24 conferences be approved for automatic qualification for the 2018-19 academic year: California Collegiate Athletic Association; Central Atlantic Collegiate Conference; Central Intercollegiate Athletic Association; Conference Carolinas; East Coast Conference; Great American Conference; Great Lakes Intercollegiate Athletic Conference; Great Lakes Valley Conference; Great Midwest Athletic Conference; Great Northwest Athletic Conference; Gulf South Conference; Heartland Conference; Lone Star Conference; Mid-America Intercollegiate Athletics Association; Mountain East Conference; Northeast-10 Conference; Northern Sun Intercollegiate Conference; Pacific West Conference; Peach Belt Conference; Pennsylvania State Athletic Conference; Rocky Mountain Athletic Conference; South Atlantic Conference; Southern Intercollegiate Athletic Conference; and Sunshine State Conference.

b. **Effective date.** September 1, 2018.

c. **Rationale.** All eligible conferences are being recommended for automatic qualification.

d. **Estimated budget impact.** None.

e. **Student-athlete impact.** None.

**Note:** “**” indicates year three of three-year grace period.
Availability of Alcoholic Beverage at the Division II Men's Lacrosse Championship

Except from February 2018 Championships Committee Report


(1) **Recommendation.** Adopt noncontroversial legislation to create an exception to Bylaw 31.1.13 (availability of alcoholic beverages) to permit the sale of alcoholic beverages at the Division II Men’s Lacrosse Championship, provided it is a joint championship with Divisions I and III.

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

(3) **Rationale.** Current legislation does not permit the sale of alcoholic beverages at NCAA championship events. In January 2016, the NCAA Board of Governors approved a pilot program to permit the sale of alcohol at select Division I championships. The pilot was expanded in 2016-17 to include several additional championships, including the Division II Men’s Lacrosse Championship that is conducted as a joint championship with Divisions I and III. In October 2017, the Board of Governors determined that each division may consider sponsoring division-specific legislation related to alcohol sales. Following that determination, the NCAA Division II Management Council and Presidents Council agreed to maintain the status quo and recommended no changes to the current Division II policies and legislation regarding alcohol sales at Division II championships. Division III also agreed to maintain the status quo, while Division I introduced legislation into the 2017-18 legislative cycle that would eliminate legislated restrictions on alcohol sales at Division I championships. In its discussions, the Division II Management Council noted that additional consideration regarding joint championships may be necessary. This proposed change would permit the sale of alcohol only at the Division II Men’s Lacrosse Championship and will address the unique logistical and fan experience concerns associated with operating an event alongside the other two divisions.

(4) **Estimated budget impact.** The budget impact will vary depending on the venue.

(5) **Student-athlete impact.** None.

Except from April 2018 Presidents Council/Management Council Summary of Actions

(2) **Championships Committee.**
(a) February 13, 2018, Meeting.


Management Council. The Management Council voted to table a recommendation to sponsor noncontroversial legislation to create an exception to Bylaw 31.1.13 (availability of alcoholic beverages) to permit the sale of alcoholic beverages at the Division II Men's Lacrosse Championship, provided it is a joint championship with Divisions I and III.

The council noted its support for this concept, but believes that by tabling the proposal until July, it will allow Division III time to discuss the issue and recommend a similar proposal.

Presidents Council. The Presidents Council received an update on this matter. No action was necessary.
OUTSTANDING ACTION ITEMS FROM REPORT OF THE
NCAA DIVISION II COMMITTEE ON INFRACTIONS
JANUARY 16, 2018, MEETING

ACTION ITEMS.

• Legislative Item for the NCAA Division II Presidents Council.

• Infractions Program – Penalties – Penalties, Disciplinary Measures and Corrective Actions for Major Violations – Review of Penalty – New Information – Institution or Conference Discipline as New Information

  (1) Recommendation. Sponsor legislation for the 2019 NCAA Convention to (1) modify Bylaw 19.5.2.5.1 to require that parties to an infractions case submit any new information directly related to the NCAA Division II Committee on Infractions' findings or conclusions in the case no later than one year following the conclusion of the case; and (2) remove Bylaw 19.5.2.5.1.2 providing that disciplinary measures prescribed by the institution or its conference after an infractions decision may be considered new information for purposes of the bylaw.

  (2) Effective Date. Immediate.

  (3) Rationale. After the committee releases an infractions decision and the opportunity to appeal has exhausted, parties to an infractions case may submit new information directly related to the committee's findings or conclusions to request that the committee review a penalty. The legislation defines new information as information that could not be reasonably ascertained before the hearing. Likewise, under the legislation, disciplinary measures prescribed by the institution or its conference after the committee issues a decision may be considered new information. The legislation currently provides no time limit on when parties may submit new information. The breadth of the legislation, however, may unnecessarily delay the final resolution of a case. Requiring parties to submit new information within one year of the conclusion of the case (i.e., decision release or, if a decision is appealed, when the appeal decision is released) will ensure that any necessary review of penalties occurs within a reasonable time after a case concludes. Otherwise, without a time limit, parties may request that penalties be reviewed based on new information years after a case concludes, including when the committee is comprised of entirely different members than the committee that adjudicated the case. A one-year limit will not prejudice the parties and provides sufficient time to obtain new information. Likewise, no longer defining penalties prescribed by the institution or conference after the committee's decision as new information prevents institutions from manipulating the process by self-
imposing preferable penalties after a case concludes to avoid what may be perceived as more severe penalties prescribed by the committee. The recommended enhancements to the legislation will prevent unnecessary delays in the resolution of cases. The committee recognizes that the NCAA Division II Management Council could consider the enhancements to be noncontroversial. The Division III membership will consider the same proposal during the 2018-19 legislative cycle.

(4) Estimated Budget Impact. None.

(5) Student-Athlete Impact. None.

- Non-Legislative Item for the NCAA Division II Management Council.

- Committee on Infractions' Internal Operating Procedures

(1) Recommendation. Approve the attached Committee on Infractions' internal operating procedures, as formulated and adopted by the committee.

(2) Effective Date. Immediate.

(3) Rationale. The internal operating procedures memorialize operating procedures of the committee and the NCAA Office of the Committees on Infractions to efficiently process infractions cases in conformity with Division II legislation. By providing this transparency, the procedures will help institutions, involved individuals and practitioners understand and navigate the infractions process from the issuance of a notice of allegations or submission of a summary disposition report through the decision. The internal operating procedures provide guidance on the processing of an infractions case, including pre-hearing procedures, the hearing and review process, the submission and access of case information through the secure filing system and the preparation, submission and review of post-hearing compliance reports. The legislation, however, will remain the controlling authority governing infractions cases. Institutions, individuals and practitioners involved in the Division I infractions process have benefited from a similar version of the internal operating procedures over the past five years.

(4) Estimated Budget Impact. None.

(5) Student-Athlete Impact. None.
Committee Chair: Harry Stinson, The Lincoln University (Pennsylvania); Central Intercollegiate Athletic Association

Staff Liaison: Shep Cooper, Office of the Committees on Infractions
Jim Elworth, Office of the Committees on Infractions
Joel McGormley, Office of the Committees on Infractions

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<td>Jessica Chapin, American International College; Northeast-10 Conference.</td>
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<td>John David Lackey; Paul &amp; Lackey, P.C.</td>
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<tr>
<td>Richard Loosbrock, Adams State University; Rocky Mountain Athletic Conference.</td>
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<tr>
<td>Carey Snyder, East Stroudsburg University of Pennsylvania; Pennsylvania State Athletic Conference.</td>
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<tr>
<td>Harry Stinson, The Lincoln University (Pennsylvania); Central Intercollegiate Athletic Association.</td>
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<td>Jane Teixeira; Pacific West Conference.</td>
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<td>Christie Ward, Georgia Southwestern State University; Peach Belt Conference.</td>
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<td>Jim Elworth, Joel McGormley.</td>
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<td>Derrick Crawford, Jon Duncan, Clint Hangebrauck, Emily James, Ken Kleppel, Cindy McKinney, Heather McVeigh, Matt Mikrut, Stacey Osburn, Josh Smith, Kathy Sulentic, Jared Tidemann and Judd Williams.</td>
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Introduction

These Committee on Infractions Internal Operating Procedures ("COI IOPs") are intended to memorialize the operational practices adopted by the NCAA Division II Committee on Infractions ("COI") and the Office of the Committees on Infractions ("OCOI") to move matters through the Division II COI efficiently and in conformity with the Division II constitution and bylaws. By describing how the COI processes cases, accepts submission of documents and conducts hearings, these COI IOPs function as guidelines to assist institutions, involved individuals and practitioners.

These COI IOPs do not constitute legal advice, do not have the force of law and do not confer any independent right, contractual or otherwise. The NCAA Division II constitution and bylaws remain the controlling authority governing infractions cases.

Because the COI IOPs are derived from the Division II constitution and bylaws and address the practical processing requirements for an infractions case, the COI IOPs will be amended without prior notice to accommodate changes to the constitution, the bylaws and the COI’s and OCOI’s evolving practices. An amendment is immediately effective. Any amendments will be presented to the NCAA Division II Management Council for approval. Editorial, formatting or typographical corrections that do not rise to the level of an amendment will be made as needed. To the extent that specific IOPs, bylaws or constitutional provisions are referenced in a COI IOP and the referenced IOP, bylaw or constitutional provision is renumbered or amended without material effect, the COI IOP in question remains applicable. (Effective: X/X/2018, Adopted: X/X/2018)

Paper copies of the current COI IOPs may be obtained from the OCOI. The COI IOPs are also available electronically on the NCAA's website at: [insert hyperlink].

Chapter 1 – Office of the Committees on Infractions

1-1. Location. The physical location of the Office of the Division II Committee on Infractions is on the 1st floor of the Dempsey Building at the NCAA national office, 700 West Washington Street, Indianapolis, Indiana 46204. The mailing address is P.O. Box 6222, Indianapolis, Indiana 46206-6222. (Effective: X/X/2018, Adopted: X/X/2018)

1-2. Contact Information. The telephone number is (317) 917-6222. The facsimile number is (317) 917-6464. The email address is COI@NCAA.org. (Effective: X/X/2018, Adopted: X/X/2018)

1-3. Hours of Operation. The OCOI’s hours of operation are between 8 a.m. to 5 p.m. (Eastern Time), Monday through Friday, except on holidays. (Effective: X/X/2018, Adopted: X/X/2018)

1-4. Office Closings.

1-4-1. Closings. If the national office closes early or is closed, the national office’s operations staff will activate a recording notifying anyone calling the NCAA’s
general number, (317) 917-6222, that the office is closed.  (Effective: X/X/2018, Adopted: X/X/2018)

1-4-2. Case Submissions and Scheduled Hearings. Regardless of whether the national office closes, submission of case material should be accomplished electronically and on time. If a hearing is scheduled at the national office and the office is closed, the OCOI staff will contact the parties regarding the status of the hearing.  (Effective: X/X/2018, Adopted: X/X/2018)

1-5. Party Notification. The COI's and OCOI's involvement in an infractions case typically begins with the issuance of the notice of allegations. Upon the issuance of the notice of allegations and notification from the enforcement staff to the OCOI that a case is ready to be scheduled for hearing, an appearance letter is generated from the OCOI to the institution and involved parties (if applicable). The appearance letter notifies all parties, as well as the conference(s), of the date, time and location of the hearing.  (Effective: X/X/2018, Adopted: X/X/2018)

1-5-1. Party Responsibility. After issuance of the notice of allegations, parties must ensure the OCOI has accurate information regarding current institutional or involved individual representatives and counsel, if any. Parties must inform and continually update the OCOI of any changes to counsel or representatives, including changes to contact information, as soon as practicable.  (Effective: X/X/2018, Adopted: X/X/2018)

1-6. Document Submission. All communications and documents directed to the COI must be submitted electronically to the OCOI, as instructed.  (Effective: X/X/2018, Adopted: X/X/2018)

Chapter 2 – Committee on Infractions

2-1. Committee on Infractions (COI) Defined. The Division II Committee on Infractions is an independent administrative body charged with deciding infractions cases involving NCAA member institutions and their employees. The COI is comprised of individuals serving as volunteers from NCAA member institutions and conferences and individuals from the general public.  (Effective: X/X/2018, Adopted: X/X/2018)

2-1-1. COI Jurisdiction. Per Bylaws 19.1.2 and 19.1.3, the COI has authority to address prehearing procedural matters, set and conduct hearings or reviews, find facts, conclude violations of NCAA legislation, prescribe appropriate penalties and monitor institutions on probation to ensure compliance with penalties and terms of probation, as well as conduct follow-up proceedings as may be necessary. The COI is also charged with hearing the appeals of individuals subject to a show-cause order for secondary violations, as well as other duties as authorized by the bylaws. (Effective: X/X/2018, Adopted: X/X/2018)
2-2. **Office of the Committees on Infractions (OCOI) Defined.** The OCOI supports the three divisional COIs by providing: administrative support; logistical coordination; research; analysis; training; drafting; strategic planning; and such other duties as assigned by the chair of the Division II COI. \( Effective: \text{X/X/2018, Adopted: X/X/2018} \)

2-3. **Appointment of COI Members.** Consistent with Bylaw 19.1, the Division II Management Council shall appoint a COI, which shall be responsible for the administration of the NCAA infractions program. \( Effective: \text{X/X/2018, Adopted: X/X/2018} \)

2-4. **Composition of COI.** In accordance with Bylaw 19.1.1, the COI membership shall include seven members with one member from the Division II Management Council and one member from the general public who is not associated with a collegiate institution, conference, professional or similar sports organization, or who represents coaches or athletes in any capacity. The identification in the bylaw of the above-mentioned composition for COI membership does not create a right, contractual or otherwise, to a given COI composition for hearing in any infractions case. \( Effective: \text{X/X/2018, Adopted: X/X/2018} \)

2-4-1. **Commitment to Diversity.** In accordance with the Association's commitment, the composition of the COI will be diverse and inclusive. Members are expected to bring a variety of attributes, backgrounds, identities and ideas to the work of the committee. In addition to gender and ethnic diversity, members will represent different positions or job functions on NCAA campuses and in the general public. Similarities and differences are essential in the Association's pursuit of fairness and consistency in athletics and are an integral part of higher education. \( Effective: \text{X/X/2018, Adopted: X/X/2018} \)

2-5. **Terms of Appointment.** Consistent with Bylaw 19.1.1.1, a COI member will begin service on September 1 following the member's appointment by the Division II Management Council. Pursuant to Bylaw 21.8.2.5, however, a council member's term of service shall commence in January after adjournment of the annual Convention. A COI member will serve a three-year term and shall be eligible for immediate re-election. A COI member shall not exceed nine years of service. A COI member may be removed prior to the expiration of his or her term by the Division II Management Council. \( Effective: \text{X/X/2018, Adopted: X/X/2018} \)

2-6. **Key Members.**

2-6-1. **Committee Chair.** The chair of the COI is responsible for administering and monitoring the work of the COI (at large) to ensure compliance with the COI’s role under NCAA bylaws, efficiencies and quality work product. The chair may resolve procedural and docket management matters arising prior to hearing an infractions case and may grant or deny requests for immunity. The chair also functions as the key point of contact between the COI and OCOI. Generally, the term of the chair is limited to two years; however, the length of the term can be set or extended upon
the vote of the COI and appointment by the Division II Management Council.  

2-6-2. **Vice Chair.** The vice chair of the COI is responsible for administering the work of the COI in the absence of the chair and assumes the chair's authority for those purposes. The term of the vice chair is limited to two years.  

2-6-3. **Appeals Advocate.** Pursuant to Bylaw 19.1.2.2, the COI appeals advocate is a COI member designated by the chair to represent the COI if a decision is appealed to the Infractions Appeals Committee (IAC). The appeals advocate is responsible for all matters raised on appeal and is assisted by the OCOI. The appeals advocate participates fully in the hearing and during deliberations.  

2-6-4. **Public Members, Conflicts of Interest and Disclosure.** Pursuant to NCAA Bylaw 19.1.1, public members on the COI provide the infractions process with legitimacy, increase trust and offer different perspectives and experiences. The limitation that public members not be "associated with a collegiate institution" under Bylaw 19.1.1 means: (1) full-time employment at a member institution; (2) regularly reoccurring part-time employment or consulting with a member institution that rises to the level of qualifying as or appearing to be an association inconsistent with public membership; or (3) or board or other leadership positions at an institution that impact that institution's campus or athletics department operations or policies.

The COI chair and vice chair shall review the scope, duration and nature of public member candidates' activities on a case-by-case basis to determine whether an association is consistent with the bylaw and this COI IOP. Although not an automatic disqualification to COI membership, a public member candidate's adjunct or visiting professorship, consulting or board or leadership position warrants focus to determine whether the activity is consistent with the bylaw and this COI IOP. The COI shall not recommend to the Division II Management Council a public member candidate whose membership is inconsistent with the bylaw or this COI IOP. For those public members appointed to the COI prior to the effective date of this COI IOP, the chair and vice chair shall review the scope, duration and nature of public member candidates' activities on a case-by-case basis to determine whether an association is consistent with the bylaw and this COI IOP. Ongoing activities inconsistent with the bylaw and this COI IOP may require a sitting member to step down from the COI. All other bylaws and COI IOPs relating to conflicts of interest also apply.  
Chapter 3 – Secure Filing System

3-1. Secure Filing System. In accordance with Bylaw 32.6.4, the secure filing system is the principal platform for parties to electronically submit and access case information once a matter proceeds past investigation. Information in the system will constitute the electronic case file containing the record, submission history and official actions in an infractions case before the COI. The COI’s expectation is for parties to use the system to submit information, make requests, access the case file and receive information from the COI. Unless good cause is shown, the parties shall not otherwise submit information to the COI via email, facsimile, other electronic medium or paper. (Effective: X/X/2018, Adopted: X/X/2018)

3-1-1. Points of Contact. The enforcement staff shall be the principal point of contact for the system until the filing of a summary disposition report or notice of allegations. After either of those events, the OCOI is the principal point of contact until release of the infractions decision and conclusion of any probation reporting. If a case is appealed, staff supporting the appeals process are the principal point of contact until after conclusion of the appeal. The appeals process may use additional systems for file management. (Effective: X/X/2018, Adopted: X/X/2018)

3-1-2. System Management. NCAA information technology staff may assist the national office staff involved in the infractions process in operating and troubleshooting the system. Although the system captures login and access information, enforcement investigators do not have the ability to view work product, strategies or mental impressions of a party or its counsel/representative. The COI does not have the ability to view access or login information. As the administrative office of the committee on infractions, the OCOI staff maintains the ability to view access and login information. Absent procedural issues requiring identification of that data, however, the OCOI will not review access or login information and will not provide such data to the COI. (Effective: X/X/2018, Adopted: X/X/2018)

3-1-3. Hyperlinking to Record and Authority. The secure filing system facilitates the parties' ability to direct the COI to the most pertinent factual information and guiding authority in an infractions case. Unless good cause is shown, the COI’s expectation is for parties to identify and hyperlink to the most relevant and material information and guiding authority in an infractions case. Without good cause shown, the COI will reject party submissions for failure to comply with the aforementioned requirements. The issue of resubmission will be addressed with the chair, vice chair or designee. (Effective: X/X/2018, Adopted: X/X/2018)

3-1-3-1. Hyperlinked Key Record List. At the beginning of a written submission, the parties shall identify the most relevant and material factual information in a key record list. The key record list shall be comprised of a key factual information list (the most persuasive factual information relied upon by the submitting party) and index of authorities.
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(past cases and interpretations) with hyperlinks to the secure filing system and the Legislative Services Database for the internet (LSDBi). (Effective: X/X/2018, Adopted: X/X/2018)

3-1-3-2. Hyperlinked Citations to Record and Authority. Within the body of the written submission, the parties shall cite the most relevant and material factual information as identified in the key factual information list and index of authorities with hyperlinks to the secure filing system and LSDBi. (Effective: X/X/2018, Adopted: X/X/2018)

3-1-4. Cases with Record Segmented by Party. In COI IOP 4-5, the COI encourages all parties to agree to sharing all information in an infractions case. Segmenting the record by party in a case may cause delay and impact technological efficiencies. Due to security protocols and technological constraints, in cases where the record is segmented by party, the COI will be able to use the hyperlinks contained in respective submissions; however, the hyperlinks will be inactive to any other party. (Effective: X/X/2018, Adopted X/X/2018)

Chapter 4 – Pre-Hearing Procedures

4-1. Assignment and Hearings. Logistical, efficiency, economy and fairness considerations require the COI and the OCOI to manage the docket of cases being heard by the COI. All parties should in good faith endeavor to facilitate meeting the goal of a fair and efficient hearing process. (Effective: X/X/2018, Adopted: X/X/2018)

4-2. Notification of Hearing Date and Location. In an appearance letter, for cases being decided by a hearing and on written submissions, the OCOI will notify the parties in writing of any COI member conflicts of interest or disclosures (see COI IOP 4-3), as well as the hearing date, time and location, when practicable after the response deadline. If involved parties or an institution have different response deadlines due to a granted extension, hearing notification will occur, when practicable after the final response deadline. For summary disposition cases, the OCOI will notify the parties of any COI member conflicts of interest or disclosures. If the summary disposition report is rejected or the case proceeds to an expedited hearing after the COI has proposed additional penalties, the OCOI will notify the parties in writing of the hearing date, time and location, when practicable. (Effective: X/X/2018, Adopted: X/X/2018)

4-3. Conflicts of Interest. Per Bylaw 32.1.2, the COI is committed to avoiding actual conflicts of interest or the appearance of a potential conflict of interest so that all parties remain confident of a fair and credible hearing process. (Effective: X/X/2018, Adopted: X/X/2018)

4-3-1. Disqualification of Member by Recusal. COI members are responsible for identifying actual or potential conflicts of interest. A COI member will initially decide whether recusal is necessary. If an actual conflict exists, the COI member is expected to step down for the case. If the COI member determines that only a potential conflict or appearance of a potential conflict exists, the COI member shall
inform the OCOI and consult with the chair. The chair has final authority to determine whether a conflict of interest exists and whether the COI member should be recused. If a COI member is recused, an alternate may be seated. (Effective: X/X/2018, Adopted: X/X/2018)

4-3-2. Disqualification by Party Recusal. A party may seek to disqualify a COI member based on a conflict of interest. A party requesting a disqualification must submit in writing the basis for disqualification no later than seven calendar days prior to the scheduled hearing. The chair shall determine whether a conflict of interest exists and whether the COI member shall be removed. The chair has the final authority to determine whether a conflict of interest exists. If a COI member is disqualified, an alternate may be seated. (Effective: X/X/2018, Adopted: X/X/2018)

4-4. Case. In hearing an infractions matter, case includes but is not limited to: (1) the overall infractions case; (2) the case's overall processing designation as major or secondary; (3) an individual party's violation designation; and (4) when an institution's violations include multiple sports, the COI may, where the circumstances warrant, identify a sport-specific designations and related penalties. (Effective: X/X/2018, Adopted: X/X/2018)

4-5. Access to Pertinent Case Information. All pertinent documents, submissions and information for a case maintained in the secure website should be accessible to all parties in a case. Pertinent is defined as documents, submissions and information that could reasonably affect an allegation or potential penalty against any party, or a potential defense for any party. Generally, the presumption is that all case information and submissions will be made available to all parties. All parties shall be provided notice or alerted to all filings. The enforcement staff and a filing party shall ensure that all parties have notice and access to documents and information for a case maintained in the secure website that could reasonably affect an allegation or potential penalty against any party, or potential defense for any party. It is the responsibility of the enforcement staff to provide the COI and all parties with pertinent information. If the enforcement staff chooses not to provide the COI and all parties with information that may reasonably affect an allegation, potential penalty against, or potential defense in favor of any party, then the enforcement staff must provide written notice to the COI and any impacted parties in the case. The written notice shall generally describe the nature of the undisclosed information.

In unique circumstances where there is confidential or otherwise protected information, a party may petition the chair for a private review to determine whether the information should be made available to all parties. (Effective: X/X/2018, Adopted: X/X/2018)

4-6. Committee Determination of Violation Designation Change. Situations may arise where the chair determines that the case processing level in a case requires, or may require, a material change from the violation designation identified by the enforcement staff. Ultimately, the COI has the final authority to determine the appropriate designation. If prior to, during or after the consideration of an infractions case but prior to the issuance of an infractions decision, the COI believes an allegation(s) requires a higher designation
(secondary to major) the COI will afford the parties an opportunity to address designation. If the COI determines that a lesser designation (major to secondary) is appropriate, it will include the lesser designation in its infractions decision, provided the case includes at least one major violation. If the COI determines the case only involves secondary violations, the COI will divest jurisdiction to the enforcement staff to be processed pursuant to Bylaw 32.4. (Effective: X/X/2018, Adopted: X/X/2018)

4-7. Summary Disposition

4-7-1. Summary Disposition Preliminary Assessment. If required as a condition of the agreement, the chair, or his or her designee, will conduct a preliminary assessment for appropriateness of the summary disposition process. The ultimate assessment of whether summary disposition is the appropriate process shall be determined by the COI. (Effective: X/X/2018, Adopted: X/X/2018)

4-7-2. Summary Disposition Reports (SDR). The summary disposition process is detailed in Bylaw 32.7. If the participating parties agree to process a case via summary disposition, pursuant to Bylaw 32.7.1.2, the parties will submit a written report to the COI for consideration. (Effective: X/X/2018, Adopted: X/X/2018)

4-7-2-1. Acceptance of the SDR. In accordance with Bylaw 32.7.1.4.5, if the COI accepts the SDR, the COI may not alter the substance of the agreement. The COI may, however, make editorial changes to the agreement as it appears or is discussed in the infractions decision. Further, pursuant to Bylaw 32.7.1.4.3, the COI may propose additional penalties. The institution or participating involved individuals may challenge their respective penalties at an expedited hearing. Because violations established through the summary disposition process constitute the parties' agreement, the COI may view the decision as less instructive than a decision reached after a contested hearing. (Effective: X/X/2018, Adopted: X/X/2018)

4-7-2-2. Rejection of the SDR. A rejected SDR shall be processed pursuant to Bylaw 32.7.1.4.2 when the COI believes the agreement reached by the parties on the face of the SDR is clearly erroneous (or manifestly unreasonable) due to lack of the necessary level agreement, application of the facts to the cited bylaws, the absence of a violation or when divestment of jurisdiction and referral back to the enforcement staff pursuant to COI IOP 4-6 is appropriate because all of the violations are secondary. However, the COI shall not reject an SDR based solely on the fact that the COI might have reached a different reasonable conclusion than the parties. (Effective: X/X/2018, Adopted: X/X/2018)

4-7-2-3. Request for Additional Information or Clarification. In circumstances where the COI needs more information or clarification of
information in the SDR to better understand the parties' agreement or to address specific issues, the COI may request additional information or clarification. The enforcement staff shall coordinate submitting the additional information or clarification from the other participating parties relating to the information pertinent to them. In some circumstances, the COI may request the parties to clarify whether the participating parties are willing to amend the SDR, relating to issues identified by the COI. The parties shall respond within the time established by the COI. All participating parties must agree to amendments pertinent to them. If there is agreement, the enforcement staff shall submit an amended SDR to the COI. If a party objects to the amendment, they shall provide the objection as directed by the COI. After receipt of additional information or clarification, the COI shall decide whether to accept or reject the SDR. (Effective: X/X/2018, Adopted: X/X/2018)

4-7-3. Reliance on Rejected SDR. The COI may reject the SDR and order a full hearing. Any party may rely on the SDR and its attachments at the hearing and the report shall be made part of the record. If the enforcement staff believes its position has materially changed from the SDR, it shall indicate that change in the notice of allegations and, where necessary, in its reply brief. An institution or involved individual that believes its position has materially changed shall indicate how it has changed in its response. (Effective: X/X/2018, Adopted: X/X/2018)

4-7-4. Changes to the Parties' Agreed-Upon Facts and Violations. Pursuant to Bylaw 32.7.1.4.5, after the COI reviews the parties' SDR, the COI may make changes to those facts and violations that appear in the infractions decision, provided any change is nonsubstantive or editorial because it does not substantially alter the agreed-upon facts or violations. If the COI believes there may be changes that would affect the substance of the findings, the COI will seek further information or clarification under Bylaw 32.7.1.4.4. (Effective: X/X/2018, Adopted: X/X/2018)

4-8. Hearing Method. The following hearing modes are available: in-person, videoconference, teleconference, and other modes of distance communication or written submission. The COI presumes that a contested case will be conducted via an in-person hearing; however, parties may request that the hearing occur via an alternate mode. The parties should make their request as soon as practicable. A requesting party will be required to include the respective positions of all other parties in their request. Upon receipt of a request, the chair will determine the appropriate mode of the hearing (e.g., written submission, video, teleconference, other mode of distance communication) after the parties' responses. The chair may also determine that an in-person hearing is warranted. The chair will communicate the determination to all parties. (Effective: X/X/2018, Adopted: X/X/2018)

4-8-1. Accelerated Hearing Procedures. If the parties agree to process the case at an accelerated rate, the parties should submit a proposed accelerated timeline to the
chair for consideration. The chair may agree to the proposed timeline, modify the
timeline or require that the case be processed consistent with the timelines
identified in Bylaw 32.6. If the chair modifies the proposed timeline, the chair will
notify the parties and provide them with an opportunity to state their positions. The
chair retains the final authority to set the procedural timeline. *(Effective: X/X/2018,
Adopted: X/X/2018)*

4-9. **Resolution of Pre-Hearing Procedural Matters.** Consistent with Bylaw 32.6.9 and COI
IOP 2-6-1, the chair has the authority to resolve procedural matters that may arise prior to
a hearing. If the chair is unavailable the vice chair or designee may resolve pre-hearing

4-9-1. **Initial Determination.** The chair, at his or her discretion, may make initial
determinations regarding the infractions process, including but not limited to:
appropriateness of using the summary disposition, case processing, violation
designation, procedural and docket management issues. The chair’s decision will
be preliminary only and the authority to make a final determination rests with the

4-10. **Notice of Allegations.** In appropriate cases, the enforcement staff shall draft and issue a
notice of allegations consistent with the bylaws. At the time a notice of allegations is
issued, the enforcement staff will notify and make it available to the OCOI. The OCOI
will provide the notice of allegations to the COI. The enforcement staff shall separately
cite to the applicable bylaw and bylaw version (the NCAA manual year) for each

4-10-1. **Interviews Conducted After Notice of Allegations.** Following the issuance of
the notice of allegations, any party that desires to conduct interviews of potential
witnesses in the case, or interviews regarding information potentially germane to
the case shall notify the chair in writing of the need to conduct and record an
interview(s). Unless the party can demonstrate good cause in the notification for
precluding other parties from the interview(s), the party shall afford all other
parties notice and a reasonable opportunity to be present at the interview(s). The
COI may reject any information adduced from the interview(s) if the interviewing
party fails to comply with this procedure. Upon completion of the interview(s), it
will be the responsibility of any party conducting additional interviews to
transcribe the interviews in written format and request in writing that the chair
add the interviews to the record. The chair has the final authority to determine
whether additional interviews will be added to the record. *(Effective: X/X/2018,
Adopted: X/X/2018)*

4-10-2. **Withdrawal of Allegations.** After the issuance of the notice of allegations, the
enforcement staff may withdraw an allegation consistent with Bylaw 32.6.6. Prior to withdrawal of an allegation from the notice of allegations, the enforcement staff shall request in writing to schedule a teleconference with the
chair and all affected parties to discuss the impact on the case and the parties. (Effective: X/X/2018, Adopted: X/X/2018)

4-10-3. Amendment to Notice of Allegations. After the issuance of the notice of allegations, the enforcement staff may amend an allegation, consistent with Bylaw 32.6.6. If the amendment is immaterial to the allegation and agreed to by all parties affected by the allegation, the enforcement staff shall submit a memorandum detailing the nature of the change and the amended pages from the notice of allegations to OCOI for submission to the COI. If the proposed amendment reflects a material change to the allegation or the parties do not agree as to the materiality of the amendment, the enforcement staff shall send a written request to the OCOI to schedule a teleconference with the chair and all affected parties. (Effective: X/X/2018, Adopted: X/X/2018)

If the chair determines that the proposed modification is material, an amended notice of allegations shall be filed. If the chair determines in writing that the proposed amendment is immaterial, the enforcement staff shall issue the amended pages of the notice of allegations, without change to the case processing timelines. The affected involved individual and the institution may supplement their respective responses consistent with Bylaw 32.6.5. (Effective: X/X/2018, Adopted: X/X/2018)

4-10-3-1. Response to Withdrawn or Amended Notice of Allegations. An amended notice of allegations shall be issued containing any changes. If the amendment is immaterial and the parties agree, then a response is not needed. If the amendment is material, the institution or involved individuals may submit a response consistent with Bylaw 32.6.5. (Effective: X/X/2018, Adopted: X/X/2018)

4-10-3-2. Reopening Investigation and New Allegations. If the enforcement staff reopens an investigation after filing a notice of allegations, the enforcement staff shall file a notice to the chair setting forth its need for re-opening the investigation, whether it is possible to keep the hearing date, if assigned, and a statement that the enforcement staff has notified all parties as soon as practicable without compromising the re-opened investigation. The notice shall be served on all parties and provided to the OCOI. For purposes of case and docket management, the COI considers the case as closed during reinvestigation. If further investigation leads to new allegations, the enforcement staff shall comply with the bylaws and IOPs that flow from an amended or new notice of allegations. If no new or amended allegations arise from reopening the investigation, the enforcement staff shall promptly file a notice requesting the matter be scheduled for hearing or decision. (Effective: X/X/2018, Adopted: X/X/2018)
4-11. **Response to Notice of Allegations.** Institutions and involved individuals may submit a written response within the timeframes established in Bylaw 32.6.5. A response shall be organized in clearly identifiable sections with corresponding headings. The response shall state which factual assertions and allegations included in the notice of allegations, if any, are contested and which are uncontested. Arguments for why there was no violation shall contain citation, quotation, and application of applicable bylaws or constitutional provisions and shall refer the COI to any persuasive case authority. Reference or quotation of transcripts or other documents shall include a corresponding citation, factual information number reference, hyperlink to the document in the secure filing system and relevant page numbers. Pursuant to COI IOP 3-1-3-1, these citations should refer to those identified in the party's key factual information list. Quoted portions of transcripts or other documents shall include enough material to sufficiently portray context. Corrective actions and self-imposed penalties shall be set forth in a separate section at the conclusion of the response. All arguments that parties intend to make should be made in the response. Responses shall be made available in accordance with COI IOP 4-5. *(Effective: X/X/2018, Adopted: X/X/2018)*

4-11-1. **Extensions for Responses by Institutions and Involved Individuals.** The parties may request an extension of time to exceed the timeline established for responses in the bylaws to file a written submission; however, extensions are disfavored. The request shall be made in writing to the chair. Extensions to the time limits for filing responses may be granted for good cause shown. Prior to formally requesting an extension, the requesting party shall contact all other parties to determine if they object to the request and state those parties' positions in the request. The positions of all parties shall be taken into consideration prior to determining whether to grant the request. If an extension is granted, it shall apply to all parties. *(Effective: X/X/2018, Adopted: X/X/2018)*

4-11-2. **Enforcement Case Summary.** Consistent with Bylaw 32.6.7, the enforcement staff shall file a case summary. The enforcement staff shall not include new allegations or a materially different factual basis underlying any allegation in its case summary. The enforcement staff's case summary shall be made available in accordance with COI IOP 4-5. *(Effective: X/X/2018, Adopted: X/X/2018)*

4-11-3. **Page Limitation.** An institution's response or an involved individual's response to a notice of allegations under COI IOP 4-11 or amended notice of allegations under COI IOP 4-10-3-1 shall not exceed 50 pages, double-spaced with 11-point font. The enforcement staff's case summary shall not exceed 35 pages, double-spaced with no smaller than 11-point font and one-inch margins. These page limits are exclusive of tables of contents, attachments, requested information in a notice of allegations, or appendices. Parties should be aware that the COI already has access to all of the factual information in a particular case. Parties are cautioned not to abuse the use of attachments and relegate such submissions to only the key documents supporting their position. *(See COI IOP Chapter 4 regarding pre-hearing procedures. Effective: X/X/2018, Adopted: X/X/2018)*

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4-11-3-1. **Page Limitation Exception.** The chair may grant leave for a party to file a submission exceeding these limits for good cause shown. Any party seeking to exceed the page limits established by this rule shall represent in their request whether any other party objects to the request. *(Effective: X/X/2018, Adopted: X/X/2018)*

4-12. **Deadline for Submission of Written Materials.** Consistent with Bylaw 32.6.8, supplemental responses and other written material must be received by the COI at least 30 calendar days prior to the date the COI considers the case, unless good cause is shown for a later submission. The chair shall determine whether good cause has been shown for submissions within 30 calendar days of the hearing. A party cannot demonstrate good cause upon restatement of previously made arguments. An interview conducted within the 30 calendar days prior to a hearing may not demonstrate good cause, unless all parties are afforded a reasonable opportunity to participate. *(Effective: X/X/2018, Adopted: X/X/2018)*

4-13. **Limited Immunity**

4-13-1. **Limited Immunity Purpose and Scope.** Limited immunity is an investigative tool utilized by the enforcement staff to elicit complete and truthful information from individuals concerning their potential involvement in or knowledge of NCAA violations. Per Bylaw 32.3.8, the COI may grant limited immunity to a current or former institutional employee, student-athlete or prospective student-athlete related to potential NCAA violations being investigated by the enforcement staff. Limited immunity is specific to the identified individual in the request and is in exchange for that individual providing complete and truthful information regarding identified potential violations and fully cooperating with the enforcement staff. *(Effective: X/X/2018, Adopted: X/X/2018)*

4-13-1-1. **Effect of Limited Immunity.**

(a) When the COI grants limited immunity, current or former institutional employees with responsibilities within athletics, will not be subject to disciplinary action under Bylaws 19.5.1-(i) and 19.5.2.2;

(b) Student-athletes or prospective student-athletes will not be declared ineligible for future competition by the NCAA because they violated NCAA legislation, provided the student-athlete(s) or prospective student-athlete(s) meet all other initial and continuing NCAA academic eligibility and certification criteria;

(c) A grant of limited immunity does not apply to an individual's involvement in other past violations not reported to the enforcement staff, to any future violations of NCAA legislation committed by the individual or to any action taken by the institution; and

(d) The limited immunity applies until the COI informs the individual that the immunity no longer applies. An individual's grant of limited...
immunity does not apply to an institution or another individual and does not limit another individual's or the institution's potential violations or penalties. (Effective: X/X/2018, Adopted: X/X/2018)

4-13-1-2. Request and Review. Pursuant to Bylaw 32.3.8, the chair considers requests from the enforcement staff for the COI to grant limited immunity. If the chair is unable to review the request due to recusal or other conflict, the vice chair or other designee on the COI may review the request. The enforcement staff presents a memorandum request, which details the general circumstances surrounding the request. The chair may either grant or deny the request. If the chair grants the request, the enforcement staff is provided a memorandum, which constitutes the sole and complete expression of the grant of limited immunity. If the chair rejects the request, the enforcement staff is provided with a written denial. (Effective: X/X/2018, Adopted: X/X/2018)

4-13-1-3. Revocation of Limited Immunity. If the enforcement staff has a reasonable belief that an individual granted limited immunity has not provided complete and truthful information during the investigation or at the hearing or fails to fully cooperate with the enforcement staff, the vice president of enforcement may request that the chair, vice chair or designee revoke the limited immunity by filing a written petition with the chair stating the basis for the revocation and shall be submitted to all involved parties. The chair may also independently act to revoke the limited immunity after the issuance of the notice of allegations or summary disposition report or at the hearing if it appears on the record that the individual has not complied with the grant of limited immunity. (Effective: X/X/2018, Adopted: X/X/2018)

4-13-1-3-1. Process. Upon the enforcement's staff's request to revoke an individual's limited immunity, the enforcement staff shall provide notice to that individual and the institution of the request to ensure the individual has the opportunity to consult a representative or counsel, if desired. Unless otherwise requested by the individual and granted by the chair, if the individual desires to respond to the request, any response shall be received within 14 calendar days. When deemed necessary by the chair, the chair may schedule a call with the enforcement staff, the individual and the institution to discuss the request and response. The chair's decision whether to revoke the limited immunity will be provided in writing to the enforcement staff, the individual and the institution. If limited immunity is revoked, the enforcement staff may bring allegations previously subject to the grant of immunity and allegations related to not providing complete and truthful information. (Effective: X/X/2018, Adopted: X/X/2018)
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4-13-1-4. Recusal after Review. The chair, vice chair or designee who has reviewed the limited immunity request is not recused from sitting on the COI to hear the infractions case unless that person believes that the request has included information that has compromised their ability to objectively decide the infractions case. (Effective: X/X/2018, Adopted: X/X/2018)

Chapter 5: Hearing and Review Process


5-1-1. Information. Confidential information in an infractions case shall not be disclosed to those outside of the infractions process in contravention of applicable bylaws and IOPs. Confidential information includes, but is not limited to, filings, transcripts, records, documents, identifying information and information obtained during an infractions pre-hearing or hearing. (Effective: X/X/2018, Adopted: X/X/2018)

5-1-2. Hearings. Infractions hearings are confidential, closed proceedings not open to the public. Presence in the hearing room is limited to the COI, select NCAA staff, the parties and their representatives, applicable conference representatives, a subsequent hiring institution of an at-risk involved individual, the court reporter or recorder, NCAA-approved audio/visual support staff, and those otherwise approved by the chair as necessary for conducting the hearing. The chair has the final authority to resolve questions of presence in the hearing room. (Effective: X/X/2018, Adopted: X/X/2018)

5-2. Order of Proceedings. The chair has the final authority to set the order that the COI will hear the allegations and to address any other procedural issues that arise during the hearing. Where practicable, the OCOI staff will inform all parties in writing of the order of allegations in advance of the hearing. (Effective: X/X/2018, Adopted: X/X/2018)

5-3. Determination of Violation Designation. The authority to determine the designation (major or secondary) of a violation rests with the COI hearing the case. (Effective: X/X/2018, Adopted: X/X/2018)

5-4. The Record. For infractions cases, the materials comprising the record are those contained in the file identified as "[InstitutionName]_[CaseNumber]_SecureWeb_CaseRecord" within the secure filing system, any additional materials introduced at the hearing, the hearing transcript and the institution's and involved individuals' previous infractions history. For cases resolved through the summary disposition process, the materials comprising the record are the summary disposition report with attachments or appendices, any supplemental information requested or accepted by the COI, and the institution's and the involved individuals' previous infractions history. For cases resolved on written
submissions, the materials comprising the record are the notice of allegations, the institution's and involved individuals' written submissions and attachments or appendices, the enforcement case summary with attachments or appendices, any supplemental information requested or accepted by the COI and the institution's and involved individuals' previous infractions history. In all cases, any AMA interpretation must be in writing and added to the record to be considered by the COI. For cases resolved through any mode, the COI's findings of fact, determinations of violations and assessment of penalties shall be based on the record and information developed at a hearing. (Effective: X/X/2018, Adopted: X/X/2018)

5-5. **Ex Parte Communication to the COI.** Outside of the established process and procedure for hearing and deciding cases, parties shall not communicate directly with COI members regarding investigations and pending cases. After the issuance of the notice of inquiry, all communications shall be directed to the OCOI, attention: OCOI Managing Director. COI members receiving communications from the enforcement staff, an institution or involved individuals (or their counsel) concerning a case or other matter before the COI should direct that communication to the chair and the OCOI Managing Director for further action. Administrative matters may be directed by the parties or their counsel to the OCOI. (Effective: X/X/2018, Adopted: X/X/2018)

5-6. **Hearing Accommodations and Meeting Room Setup.** The hearing room will be arranged to best accommodate the proceeding. Participants will be sent details before the hearing regarding location and time. The OCOI staff coordinates reserving hotel room blocks. Rooms are individually billed to the parties. Other travel-related arrangements and expenses are the responsibility of the parties. (Effective: X/X/2018, Adopted: X/X/2018)

5-6-1. **Special Accommodations.** Individuals with disabilities are to be given an equal opportunity to access, use and fully participate in the infractions process and the infractions hearing. Whenever reasonable, policies, practices or procedures will be modified to make the infractions processes and infractions hearing readily accessible to and useable by, individuals with disabilities. Neither the NCAA nor the COI is required to make modifications that would fundamentally alter the infractions process or hearing or cause undue financial or administrative burden. Requests for accommodations must be submitted in writing or by alternative method, if a disability prevents a written request, to the OCOI 30 calendar days before the scheduled infractions hearing, or as soon as practicable if the situation arises within 30 calendar days before the scheduled hearing. Additional information may be requested. The OCOI will respond to all requests on behalf of the COI. (Effective: X/X/2018, Adopted: X/X/2018)

5-7. **Hearing Decorum.** Hearing attendees will dress in business attire (coat and tie for men, business attire for women). The chair presides over the hearing and will direct the conduct of the proceeding. Only members of the COI are allowed to ask questions, unless there is a request from a party to do so. The chair will rule on such requests. All parties will be
allowed to fully address the issues in the case, but the chair has the discretion to request brevity from the involved parties. (Effective: X/X/2018, Adopted: X/X/2018)

5-8. Hearing Attendance. In the event of an in-person hearing, all parties at risk of penalties pursuant to Bylaw 19.5 ("at-risk parties") must personally attend the infractions hearing, unless otherwise approved by the chair. Similarly, hearings conducted through video and telephone conference must include all at-risk parties. Letters will be sent to all parties, as well as the conference(s), notifying them of the date, time and location of the hearing. The chair has the discretion to request the attendance of other individuals, including conference representatives. (Effective: X/X/2018, Adopted: X/X/2018)

5-8-1. Conference Representatives' Attendance. Conference representatives are always welcome to attend a hearing involving their member institutions, but, if their attendance is specifically requested by the chair, conference representatives are expected to attend. (Effective: X/X/2018, Adopted: X/X/2018)

5-8-2. Interested-Third-Party's-Institution's Attendance. Institutions employing individuals at risk for at least one finding of a major violation in an infractions case involving a previous employer will, in a letter from the OCOI, be strongly encouraged to attend the infractions hearing involving the previous employer and the at-risk individual. (Effective: X/X/2018, Adopted: X/X/2018)

5-9. Requested Academic & Membership Affairs (AMA) Interpretation. During scheduled hearing sessions, the COI may request to consult with a representative from AMA. The COI may also refer a question to AMA after a hearing per Bylaw 32.8.8.2. If the COI initiates a consultation, AMA shall provide a written interpretation, so that it shall be added to the record. If the enforcement staff or any party intends to refer to an AMA interpretation, whether formal or informal, the request to AMA and AMA’s interpretation must be in writing and made part of the record. (Effective: X/X/2018, Adopted: X/X/2018)


5-10-1. Continuation of Hearing. If an infractions hearing is not concluded in the time scheduled, the COI and involved parties will be reconvened at the earliest convenience of all parties. (Effective: X/X/2018, Adopted: X/X/2018)

5-10-2. Postponement of Hearing. Postponing a scheduled hearing is discouraged. If for any reason a party requests to postpone a scheduled hearing, the request must be made in writing to the COI and served on all parties. Any party requesting a postponement must indicate that the party has contacted all other parties and detail those parties’ positions on the request. Reopening investigations may cause a delay in a scheduled hearing, although the need for reopened investigations should be minimized where possible. The chair shall decide whether to grant or deny a postponement. (Effective: X/X/2018, Adopted: X/X/2018)
5-10.3. **Dispositive Motions.** The COI does not accept dispositive motions prior to a hearing. At the discretion of the chair, the COI may entertain a dispositive motion at the time the case is heard. *(Effective: X/X/2018, Adopted: X/X/2018)*

5-11. **Recordings of Proceedings.** The proceedings of an infractions hearing shall be recorded by a court reporter. The COI will maintain custody of all transcripts. No other recording or transmittal of an infractions hearing is permitted. In the event of an appeal, the transcripts of hearing proceedings shall be reproduced and submitted to the IAC and made available for review through a secured website. *(Effective: X/X/2018, Adopted: X/X/2018)*

5-12. **Audio Recordings of Hearings.** Audio and any visual recording of hearings will take place by the COI. No additional recordings of the proceedings will be permitted by the COI. The COI will maintain custody of all audio and video recordings. Because the transcript is the official record of the infractions hearing, audio or video recording of hearings are not provided. *(Effective: X/X/2018, Adopted: X/X/2018)*

5-13. **Additional Allegations and Findings by COI.** Pursuant to Bylaw 32.8.7.5, the COI may make specific factual findings and conclusions of whether violations occurred based on information presented by the parties or at a hearing even if different from the notice of allegations. Additional factual findings and conclusions of whether violations occurred is most appropriate in circumstances where new findings or conclusions directly relate to the subject matter contained in the record or in situations where the COI has placed the parties on reasonable notice prior to the hearing. If, however, the COI believes additional allegations unrelated to the subject matter in the record are warranted based on information developed at the hearing, then it may issue notice of the additional allegations to all parties. If the COI issues a subsequent notice, the COI shall afford and schedule an opportunity for all parties to respond to additional allegations. Following review of any responses, the COI shall determine whether a hearing is necessary to address the additional allegations. The decision of whether a subsequent hearing is necessary rests with the COI. The parties will be notified of the date, time and location of any subsequent hearing. *(Effective: X/X/2018, Adopted: X/X/2018)*

5-14. **Quorum.** Per Bylaw 19.1.1.2, a quorum of the Division II COI is four members. At the commencement of a meeting or hearing of the COI, the presiding member (chair, vice chair or designee) shall announce whether a quorum is present, and a continued presence of a quorum is presumed, unless the presiding member makes a contrary announcement. The COI retains the flexibility to authorize a sub-group of COI members to perform other administrative functions. *(Effective: X/X/2018, Adopted: X/X/2018)*

5-15. **Post-Hearing Matters.**

5-15-1. **Submissions Following Hearing of a Case.** The decision whether submissions following a hearing are accepted into the record for consideration by the COI rests with the chair. Such requests and submissions must be served on all parties. Any submission not requested by the COI shall indicate that the party has contacted
all other parties and detail those parties’ positions on the request. The COI may direct the parties to submit additional information to be added to the record and considered by the COI in accordance with Bylaw 32.8.8.1. Any post-hearing submissions shall be made in accordance with COI IOP 4-5. (Effective: X/X/2018, Adopted: X/X/2018)

5-15-2. **Deliberations.** Following the hearing of an infractions case, the COI engages in private and confidential deliberations to find facts, conclude whether violations occurred and to prescribe appropriate penalties. Deliberations can occur in person or through teleconference or video conference and remain open until the release of the infractions decision. (Effective: X/X/2018, Adopted: X/X/2018)

5-15-3. **Attendance.** Where practicable, each COI member present at the hearing will remain at the hearing site and participate in deliberations until they are concluded. At least one administrator from the OCOI will be present during deliberations. In the event the chair reconvenes the deliberations to a later date, each COI member will attempt to participate in the continued deliberations. In order to reconvene the COI for deliberations, a quorum must be present. (See Bylaw 19.1.1.2 and COI IOP 5-14) (Effective: X/X/2018, Adopted: X/X/2018)

5-15-4. **Decisions.** The COI’s infractions decision is the sole and final embodiment of a COI’s decision as to findings of fact, conclusions whether violations occurred and prescribing of appropriate penalties based on the record and statements made at an infractions hearing or in an SDR. From the COI’s perspective, each case is unique and must be viewed on its own facts. The COI may find previous cases instructive but not binding. Because violations established through the summary disposition process constitute the parties' agreement, the COI may view the decision as less instructive than a decision reached after a contested process. The final infractions decision is the consensus decision of the COI. There will be no dissenting opinions. In accordance with the bylaws, the COI shall issue a public and confidential infractions decision. (Effective: X/X/2018, Adopted: X/X/2018)

5-15-4-1. **Drafting Decision.** The OCOI assists with drafting the infractions decision based on the COI’s findings and conclusions in deliberations. The initial draft will be reviewed, edited and approved by the COI. (Effective: X/X/2018, Adopted: X/X/2018)

5-16. **Penalties.** Pursuant to Bylaws 19.1.3-(d) and 19.5, the COI has the authority to determine appropriate penalties to address conclusions of violations of NCAA legislation. (Effective: X/X/2018, Adopted: X/X/2018)

5-16-1. **Show-Cause Orders.** Consistent with Bylaw 19.5.2.2, show-cause orders may be general in nature or have specific conditions attached to them. Show-cause orders run to an individual's conduct that violated NCAA legislation while on staff with a member institution. (Effective: X/X/2018, Adopted: X/X/2018)
5-16-1-1. General Show-Cause Orders. General show-cause orders will, for a specified period of time, require the individual subject to the show cause, and any member institution retaining the individual in an athletically related capacity or any member institution seeking to subsequently employ the individual, to appear before the COI to show cause why restrictions in the individual's duties should not be prescribed if the individual is hired by the institution. Show-cause orders that are general in nature are typically prescribed regarding individuals who are no longer employed at a member institution and are often prescribed for individuals based on the number and seriousness of the violations. In an effort to hold the individual accountable over time, show-cause orders of a general nature will usually encompass a period of several years, although no set duration is required. The COI may wish to discuss with the individual and a potential employer at a show-cause hearing a wide range of restrictions that could be prescribed. Should the member institution fail to abide by restrictions determined by the COI as the result of a show-cause hearing, the institution may be subject to penalties. (Effective: X/X/2018, Adopted: X/X/2018)

5-16-1-2. Specific Show-Cause Orders. Show-cause orders with specific conditions are usually prescribed regarding individuals who either remain at the institution where the individual committed the violations or are already employed at another member institution. Show-cause orders with specific conditions are typically prescribed for shorter periods of time, often one academic year, because the individual is usually at a member institution and thus is certain to be affected by the show-cause order. However, show-cause orders with specific conditions may be prescribed for multiple years. Restrictions include, but are not limited to, recruiting activity, practice and game suspensions. Specific show-cause orders function similarly to a traditional penalty. If there is non-compliance with a specific show-cause penalty, additional penalties may be prescribed. (Effective: X/X/2018, Adopted: X/X/2018)

5-17. Release of Decisions. Release of an infractions decision will be in accordance with the Bylaw 32.9, internal review processes and a release schedule coordinated by the NCAA's Public & Media Relations staff. The chair shall appoint a member of the COI to conduct any media call in conjunction with a decision's release. (Effective: X/X/2018, Adopted: X/X/2018)

5-17-1. Amendment, Correction or Supplemental Decision. If it is necessary to correct or amend an infractions decision, all parties will be notified of the amendment or correction, and be given an opportunity to object to the change. If the changes are not extensive, the corrections/amendments will be made in the electronic versions of the decision and so noted at the top of the first page of the
report. Any paper files will be updated with the amended decision. If the amendments and/or corrections are extensive and substantive a supplemental infractions decision will be produced. (Effective: X/X/2018, Adopted: X/X/2018)

5-18. **Reconsideration of a Decision.** Once the decision has been publicly announced and the time for appeal has expired, there shall be no reconsideration of the decision except as defined in Bylaw 19.5.2.5. Parties seeking reconsideration must submit a written request to the chair detailing their request for reconsideration in a manner consistent with COI IOP 5-18-1.

The COI will review and decide the reconsideration request. The COI will determine whether the written request demonstrates/shows new evidence that is directly related to the decision or shows that there was prejudicial error, as defined in Bylaw 19.5.2.5.1. Upon a determination that a party has met the requirements in Bylaw 19.5.2.5.1, the COI will make a recommendation as to whether a party's request for reconsideration will be reviewed by paper submission or heard at a meeting (conducted in-person, via video or another mode of communication) to determine whether relief is warranted. (Effective: X/X/2018, Adopted: X/X/2018)

5-18-1. **Parties' Written Request for Reconsideration.** Consistent with Bylaw 19.5.2.5.1, a written request for reconsideration must: (a) demonstrate the existence of new evidence that is directly related to the decision; or (b) show that there was prejudicial error in the procedure. Additionally, the request must state all relief sought. (Effective: X/X/2018, Adopted: X/X/2018)

5-18-2. **Granted Relief.** Per Bylaw 19.5.2.5.1.3, the COI may reduce or eliminate a penalty but may not prescribe any new penalty. (Effective: X/X/2018, Adopted: X/X/2018)

Chapter 6: Appeals

6-1. **Appeals Advocate.** The appeals advocate represents the COI before the IAC when a party appeals the COI's infractions decision. (See Bylaw 19.1.2.2 and COI IOP 2-6-3) With the assistance of the OCOI staff, the appeals advocate is principally responsible for framing the arguments and drafting the COI's written appeal response that is filed with the IAC. In cases where oral argument has been granted, the appeals advocate argues the COI's position before the IAC. (Effective: X/X/2018, Adopted: X/X/2018)

6-2. **New Information Brought During Appeal.** In accordance with Bylaw 32.10.5, if new information, as defined by Bylaw 19.02.3, arises during an appeal and the IAC remands the matter to the COI, the COI shall determine whether the new information affects its decision. The OCOI staff shall coordinate with the IAC staff to facilitate the resolution of all issues and to ensure the decision of the COI is conveyed to the IAC. (Effective: X/X/2018, Adopted: X/X/2018)
6-3. Remanding Case Back to the COI. If the COI's infractions decision is reversed in part and remanded by the IAC with instructions, a quorum of the COI will reconvene to implement the IAC's remand and issue an amended infractions decision. Whether the infractions decision is treated as the same appeal depends on whether the IAC has retained jurisdiction. If the IAC has not retained jurisdiction, the COI would treat any disagreement by an appealing party as a new appeal. If the COI infractions decision is reversed in part without a remand, the COI's infractions decision shall be amended to note and implement the reversal. The COI treats a vacation as a voiding of the COI's infractions decision for reasons other than the merits but allows the COI to take further action consistent with the IAC's comments, usually related to whether an issue was framed or addressed. The OCOI staff shall coordinate with the IAC staff to facilitate a resolution of all issues and to ensure the decision of the COI is conveyed to the IAC. (Effective: X/X/2018, Adopted: X/X/2018)

6-4. Appeals to COI in Secondary Case. If an institution or involved individual subject to a show-cause order disputes an action by the enforcement staff regarding a secondary violation, the institution or involved individual may appeal by submitting a written notice of appeal to the COI within 15 calendar days after receipt of the enforcement staff's decision. An institution that self-reports a violation may appeal a penalty prescribed by the enforcement staff, but not the violation. An institution or involved individual subject to a show-cause order may request the opportunity to appear in person or by video or telephone conference. If no such request is made, or if the request is denied, the COI will review the appeal on the basis of the written record. The COI shall not deny an involved individual's request to appear in person if a show-cause order was prescribed. (Effective: X/X/2018, Adopted: X/X/2018)

Chapter 7: Additional Matters

7-1. Compliance Reports.

7-1-1. General Purpose and Organization. As part of probation and in accordance with Bylaw 19.5.2.4, the institution shall file periodic written reports detailing compliance with penalties and terms of probation set forth in the infractions decision. Reports shall conform to the Guidelines for Completing Preliminary and Annual Compliance Reports, available at [insert hyperlink] so as to succinctly and thoroughly convey the institution's actions to the COI. (Effective: X/X/2018, Adopted: X/X/2018)

7-1-2. Preliminary Reports. Pursuant to Bylaw 19.5.2.4.1, within 45 calendar days after the release of the infractions decision, the institution shall file a preliminary compliance report consistent with COI IOP 7-1-1 that details the preliminary steps that the institution has taken and the future actions that the institution will take to comply. (Effective: X/X/2018, Adopted: X/X/2018)

7-1-3. Annual Reports. Each year of the probationary period, the institution shall provide an annual report in accordance with Bylaw 19.5.2-(b)(2) and consistent with COI
IOP 7-1-1. Annual reports are typically due the same time each year, beginning approximately 11 months after release of the infractions decision. The reports shall detail the institution's compliance with the penalties adopted and prescribed by the COI, terms of probation and corrective actions. Annual reports shall contain a written certification from the director of athletics, confirming review of the institution's annual report and attachments. The institution's final report, submitted in anticipation of the institution completing the term of probation, shall also include a letter from the director of athletics and the institution's president or chancellor, certifying that the current athletics policies and procedures conform to all the requirements of NCAA legislation. The institution shall not be restored to full rights and privileges of membership until the certifying letters are received and the final report is approved. (Effective: X/X/2018, Adopted: X/X/2018)

7-2. Compliance Review.

7-2-1. Submission, Receipt and Preliminary Assessment. After an institution submits a compliance report consistent with COI IOP 7-1 and the Guidelines for Completing Preliminary and Annual Compliance Reports, the OCOI will acknowledge receipt. Pursuant to Bylaw 19.5.2.4, the OCOI will review the athletics policies and practices of the institution and may contact the institution to clarify or seek additional information. If the OCOI does not identify any significant issues with the institution's report and determines that the report complies with the infractions decision's penalties and probationary requirements, the OCOI will approve of the report and notify the institution. If the OCOI determines there are potential substantive issues with the submission, the OCOI will provide its assessment and the institution's submission to the chair and vice chair (COI leadership team) for consideration. (Effective: X/X/2018, Adopted: X/X/2018)

7-2-2. COI Leadership Review. In situations where the OCOI does not initially approve the compliance report, the COI leadership team of the chair and vice chair shall review the OCOI's assessment and have the opportunity to access the compliance report. When necessary to complete its review, the leadership team may request additional information from an institution regarding its compliance report. Based on demonstration of compliance, the COI leadership team may approve the compliance report. If, however, the COI leadership team determines that the institution has not complied with the terms of probation, the COI leadership team may propose further action to the institution. Those proposals may include: modifying an existing penalty, proposing an additional penalty, modifying the terms of probation or referring the matter to the enforcement staff for investigation and processing. The OCOI shall provide an institution with written notice of the COI leadership team's decision regarding the compliance report. If, pursuant to NCAA Bylaw 19.5.2.4.1, the COI leadership team's proposal includes a modification to an existing penalty, an additional penalty or modifying the terms of probation, the institution may accept the proposal or request a hearing pursuant to COI IOP 7-2-3 within the time established in the final decision. (Effective: X/X/2018, Adopted: X/X/2018)
7-2-3. **Institution's Compliance Hearing.** If an institution requests a hearing under COI IOP 7-2-2, the chair may direct the institution to file a further response prior to the hearing by an established deadline. Consistent with Bylaw 19.5.2.4.1, the COI shall issue a supplemental infractions decision after the noncompliance hearing detailing the compliance hearing and any COI action. *(Effective: X/X/2018, Adopted: X/X/2018)*

7-2-4. **Individual's Noncompliance with Prescribed Penalties.** Based on the penalties authorized under Bylaw 19.5.2.2, prescribed in the infractions decision and COI IOPs 5-16-1-1 and 5-16-1-2, an individual and hiring institution must comply with that individual's prescribed penalties and reporting obligations as set forth in that individual's show cause order. In circumstances where the OCOI has reason to believe that the individual or hiring institution has not complied with the penalties or reporting obligations, the OCOI shall refer the matter to the COI leadership team for review under COI IOP 7-2-1. Any subsequent action will follow the general procedures set forth in COI IOPs 7-2-2 and 7-2-3. *(Effective: X/X/2018, Adopted: X/X/2018)*

7-3. **Drug Testing in Championship Events.** Under Bylaw 19.5.2, the COI has the authority to vacate championship events. In the event a student-athlete is rendered ineligible in a championship event as a result of a positive drug test, the positive drug test case is brought to the COI by the Committee on Competitive Safeguards and Medical Aspects of Sports (CSMAS) for a decision regarding the vacation of team and individual records as specified in Bylaw 19. In the event of a positive drug test, the COI may vacate individual records and performances, vacate team records and performances and require the return of individual and team awards to the Association. *(Effective: X/X/2018, Adopted: X/X/2018)*

7-4. **Maintenance of Infractions History Information.** Pursuant to Bylaw 32.9.1, infractions decisions contain findings of fact, conclusions of violations, penalties, corrective actions and other requirements and conditions. Additionally, pursuant to Bylaw 19.1.3-(e) and historical practice, the OCOI maintains historical information contained in infractions decisions. *(Effective: X/X/2018, Adopted: X/X/2018)*

7-4-1. **Infractions History for Individuals.** The standard procedure for the OCOI is to maintain an individual infractions history for individuals for who the COI has concluded violated NCAA legislation in a major infractions case, regardless of whether a penalty was prescribed as a result of that violation. However, a COI may determine in its discretion that an individual will not have an individual history maintained due to the circumstances of the case. *(Effective: X/X/2018, Adopted: X/X/2018)*

7-4-2. **Individual Infractions History Checks.** As a service to the NCAA membership, a member institution may contact the OCOI regarding whether an individual has a pervious infractions history. The OCOI shall provide the member institution the pertinent infractions information regarding findings of fact, violations and penalties.
7-5. **Document Retention.** As a matter of business practice, the COI, its individual members and the OCOI do not maintain notes and preliminary drafts that arise from an infractions case, after finalizing an infractions decisions or other memorandum. The COI and OCOI maintain other records consistent with the NCAA records retention schedule.  *(Effective: X/X/2018, Adopted: X/X/2018)*

7-6. **Creating IOPs and Policies.** The COI shall formulate and revise COI IOPs pursuant to its authority in Bylaw 19.1.3-(b). The CO IOPs shall include information necessary to guide institutions, the enforcement staff, involved individuals and practitioners regarding the processing of an infractions case. *(Effective: X/X/2018, Adopted: X/X/2018)*

7-7. **Conformity with IOPs.** To ensure an orderly and fair hearing and decision process, all parties to infractions cases shall abide by these COI IOPs in the processing of NCAA infractions cases. The COI may exclude information submitted in violation of the IOPs. *(Effective: X/X/2018, Adopted: X/X/2018)*
ACTION ITEMS.

1. Legislative Items for the NCAA Division II Management Council.
   - None.

2. Non-Legislative Item for the NCAA Division II Management Council.
   - Enforcement Staff’s Internal Operating Procedures
     1. Recommendation. Approve the attached enforcement staff’s internal operating procedures, formulated by the enforcement staff, as reviewed and approved by the NCAA Division II Committee on Infractions.
     2. Effective Date. Immediate.
     3. Rationale. The enforcement staff’s internal operating procedures, formulated and to be applied by the enforcement staff, memorialize operating procedures of the enforcement staff to efficiently investigate and process infractions cases in conformity with Division II legislation. By providing this transparency, the procedures will help institutions, involved individuals and practitioners understand and navigate the infractions process from the onset of an investigation through the potential issuance of a notice of allegations or summary disposition agreement. The enforcement staff’s internal operating procedures provide basic information regarding the investigation and processing of a case, as well as the submission and access of case information through the secure filing system. The legislation, however, remains the controlling authority governing infractions cases. Institutions, individuals and practitioners involved in the Division I infractions process have benefited from a similar version of the internal operating procedures over the past five years.
     5. Student-Athlete Impact. None.

INFORMATIONAL ITEMS.

- None.
Committee Chair: Harry Stinson, The Lincoln University (Pennsylvania); Central Intercollegiate Athletic Association

Staff Liaisons: Shep Cooper, Office of the Committees on Infractions
Jim Elworth, Office of the Committees on Infractions
Joel McGormley, Office of the Committees on Infractions

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<td>Jim Johnson, Pittsburg State University; Mid-America Intercollegiate Athletics Association.</td>
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<td>John David Lackey; Paul &amp; Lackey, P.C.</td>
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<td>Richard Loosbrock, Adams State University; Rocky Mountain Athletic Conference.</td>
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<td>Carey Snyder, East Stroudsburg University of Pennsylvania; Pennsylvania State Athletic Conference.</td>
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<td>Harry Stinson, The Lincoln University (Pennsylvania); Central Intercollegiate Athletic Association.</td>
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<td>Jane Teixeira; Pacific West Conference.</td>
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<td>Christie Ward, Georgia Southwestern State University; Peach Belt Conference.</td>
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<td>Jim Elworth, Joel McGormley.</td>
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Introduction.

This document contains the Internal Operating Procedures of the NCAA enforcement department. The primary purpose of this document is to provide member institutions and involved individuals with basic information regarding the enforcement staff's investigation and processing functions in connection with alleged violations of NCAA bylaws. The provisions are designed to reflect the obligations of all parties to cooperate during investigations in order to discover accurate facts in a timely manner. This document does not articulate all of the enforcement staff's activities. The administrative procedures for Division II are contained in Article 32 of the Manual and the Division II Committee on Infractions Internal Operating Procedures.

These procedures are not contractual in nature, do not create any independent right, do not have the force of NCAA bylaws and may be amended in accordance with NCAA Bylaw 19.3. Current procedures and notice of amendments will be available on the NCAA website.

Chapter 1 – Investigations.

1-1. Information Gathering. If the enforcement staff receives or develops information indicating a potential NCAA violation and that information is believed to be reliable, the staff may conduct an investigation pursuant to Bylaws 32.2 and 32.3 and these procedures. The enforcement staff has a responsibility to gather information regarding possible violations. In doing so, the staff may employ the following investigative tools:

   (a) Letter of inquiry to the institution;
   (b) Interviews with prospective student-athletes, enrolled student-athletes, current and former institutional staff members, third parties or other individuals who may have relevant knowledge;
   (c) Document and records requests;
   (d) Review of publicly available information;
   (e) Observation of public places (on or off campus);
   (f) Research;
   (g) Communications between departments of the NCAA national office; and
   (h) Communications with sources.

If an enforcement staff member intends to use any other investigative tool, he or she shall first obtain written approval from the vice president of enforcement and the NCAA’s general counsel, or their designees.

1-2. Sharing Information. There are instances when the enforcement staff has information that, if shared immediately with the institution or an involved individual, could compromise the integrity of the investigation, even without malicious intent by the institution or involved individual. In those instances, during an active investigation, and after consulting with the managing director of enforcement (investigations and processing) or the vice president of enforcement, the investigative team shall: (a) inform an institution
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that it has information it will not immediately share; and (b) share the information in a timely manner after concluding that disclosure will not materially jeopardize the investigation.

1-3. Document Request Deadlines. When the enforcement staff requests information from either a member institution or an individual who is subject to NCAA bylaws, the enforcement staff may identify a reasonable deadline for the submission of the requested materials. The enforcement staff may, in its discretion, seek agreement of the parties when identifying response deadlines.

1-4. Interview Attendance.

1-4-1. Presence of Parents, Legal Guardians or Institutionally Appointed Advisors during Interview. Bylaws 32.3.4.1 and 32.3.6 identify individuals who may be present during certain interviews. In addition, by request, a parent or legal guardian (duly appointed by a court of competent jurisdiction) of a prospective student-athlete or current student-athlete who is under the age of 18 may be present during the individual's interview with the enforcement staff or may participate by remote connection or through other available technologies. The enforcement staff reserves the ability to schedule the order of interviews if the parent or legal guardian is also interviewed or to decline the request of a parent or legal guardian to be present in order to, among other things, protect the integrity of the investigation, simplify logistics, preserve confidentiality and/or minimize scheduling conflicts. If a student-athlete's parent or legal guardian is not reasonably available, the student-athlete's institution may appoint from its staff an advisor to be present during the interview, regardless of the student-athlete's age.

1-4-2. Interview Participation. If the enforcement staff conducts an interview with an enrolled student-athlete or institutional staff member on the campus of an institution and the subject matter to be discussed in the interview does not relate to that institution or would not affect the interviewee's eligibility or employment at that institution, notification to the institution's president or chancellor is not necessary. However, in such a circumstance, the enforcement staff shall contact the athletics director to offer an opportunity to discuss procedures relating to the enforcement staff's visit to campus. In addition, if information is raised at any point during such an interview that relates to that institution or could affect the interviewee's eligibility or employment at that institution, the enforcement staff shall pause the interview. The enforcement staff shall notify the institution's athletics director, president or chancellor and allow the institution's involvement in the interview before the interview resumes or before any additional interviews are conducted on the institution's campus.

1-5. Time-Sensitive Investigations. All investigations shall be conducted as promptly and as efficiently as possible, without sacrificing fairness or accuracy. In instances where the eligibility of a student-athlete or a prospective student-athlete may be impacted, the
enforcement staff shall work to complete as much of the investigation as reasonably possible 10 calendar days before the first competition of the season. If the staff cannot complete the investigation before the first competition, or if the investigation relates to in-season eligibility issues, the enforcement staff shall communicate with the institution about: (a) the status of the investigation; (b) the information still needed; and (c) the potential impact, if any, on the student-athlete's or the prospective student-athlete's eligibility.

1-6 Communications.

1-6-1. Communications with President or Chancellor. After providing a notice of inquiry pursuant to Bylaw 32.5 and upon request, the enforcement staff will meet personally with the president or chancellor or a designated representative of the involved institution to discuss the investigation. Thereafter, the enforcement staff will be available as needed to discuss the investigation with the president, chancellor or designated representative of the institution. Unless the institution requests more frequent periodic updates, the staff shall provide an update every six months to a designated representative of the involved institution regarding the status of the investigation, its expected duration and any obstacles encountered during the course of the investigation per Bylaw 32.5.1.1.

1-6-2. Expansion of an Investigation. If, after commencing an investigation, the enforcement staff obtains information indicating possible additional types of violations or prompting a significant change in the focus of the investigation, it shall give written or oral notice to the institution that it has expanded the investigation.

1-6-3. Contacting the Enforcement Staff. Communications with the enforcement staff about a matter under investigation are encouraged and should first be directed to the lead investigator or the supervising director. Unresolved concerns, or communications about matters not assigned to an investigative team, may be presented to a managing director or the vice president of enforcement.

1-6-4. Disclosures. The parties shall not disclose information about an investigation in violation of Bylaws 32.1.1, 32.1.3 or 32.3.9.1.4. If a party improperly discloses information, the enforcement staff may investigate the source of leaked or disclosed information and bring appropriate allegations if the Committee on Infractions could conclude from the information discovered that a party violated confidentiality legislation.

1-7. Projected Duration and Scheduling Conference. When the enforcement staff begins an active investigation, it shall project the anticipated duration of the case (when a notice of allegations or summary disposition report will issue) based on, among other factors, the number of sports and the number of potential allegations identified. The staff shall notify the institution and any involved individual(s) of the projected duration and all parties shall work to satisfy the proposed timeline. The enforcement staff shall also notify the
Committee on Infractions of active investigations as provided in ENF IOP 1-8. If the Notice of Allegations or initiation of the Summary Disposition process in a case is not completed within the projected timeline, the chair of the Committee on Infractions may, in his or her discretion pursuant to Bylaw 32.6.9, convene a scheduling conference to discuss why the timeline was not satisfied, a plan for completing the investigation and other matters designed to assure timely disposition of the case. The scheduling conference is not designed to address the merits of potential allegations or other substantive issues.

The parties may also request a conference with the committee chair approximately 30 calendar days before expiration of the anticipated timeline if it appears that timely resolution will be difficult. Should the chair agree to hold a conference, discussion would be limited to plans or strategies to keep the case moving expeditiously.

1-8. **Case Readiness Report.** The enforcement staff will provide to the committee a monthly report of active investigations that are likely to yield a Notice of Allegations or Summary Disposition Report. For each active investigation, the report will include, among other information, a summary of the potential infractions and the anticipated duration of the investigation.

1-9. **Limited Immunity.** Pursuant to Bylaw 32.3.8, limited immunity is an investigative tool that allows information to be elicited from a prospective, current or former student-athlete and a current or former institutional staff member ("individual") concerning his or her potential involvement in or knowledge of NCAA violations, with the understanding that the NCAA will not put the individual at-risk in the infractions process by bringing identified allegations against him or her.

1-9-1 **When to Request.** The enforcement staff may request limited immunity for an individual at any time during the pendency of an investigation or during the processing of the case.

1-9-2 **Protections.** If an individual satisfies all conditions prescribed by the NCAA Committee on Infractions, limited immunity means that the NCAA enforcement staff will not allege bylaw violations against the individual for disclosed conduct predating the grant of immunity. Limited immunity does not prevent the enforcement staff from alleging identified violations of NCAA legislation when:

a. The grant of immunity has been revoked by the Committee on Infractions;

b. The individual fails to report violations; or

c. The individual commits future violations (including the provision of false or misleading information).

Additionally, limited immunity does not protect the individual from action taken by the institution or any other entity.
Representation by Legal Counsel. Recipients of or candidates for limited immunity may be represented by personal legal counsel or another advisor throughout the process.

Student-Athletes. For recipients of or candidates for limited immunity who are student-athletes, when feasible, the enforcement staff will communicate with the institution where the student-athlete is enrolled about securing personal legal counsel or other advisor unaffiliated with the institution's athletics department, for the student-athlete.

Prospective Student-Athletes. For recipients of or candidates for limited immunity who are prospective student-athletes, when feasible, the enforcement staff will communicate with the prospective student-athlete about the opportunity to secure personal legal counsel or other advisor.

Factors to Consider. In determining whether to seek limited immunity, the enforcement staff may consider the following factors:

a. Whether the individual is a prospective student-athlete, current or former student-athlete, or a current or former staff member.

b. Whether the individual received limited immunity in the past, and if so, the value of the information reported to the enforcement staff.

c. Whether the individual has information that will assist the investigation or otherwise support or refute allegations.

d. The likelihood of obtaining relevant information with or without the grant of limited immunity.

e. The nature of the potential allegations involved in the case.

f. The position of the individual's institution on the request for limited immunity.

g. The impact on the timeliness of an investigation.

h. Any other circumstances supporting or refuting a grant of limited immunity.

Process for Requesting. Limited immunity may be requested only by the enforcement staff's vice president, managing director of enforcement for investigations and processing or the vice president's designee. The request for limited immunity shall be made in writing, addressed to the chair or vice chair of the Committee on Infractions and shall contain a brief summary of the relevant
facts that support a grant of limited immunity. The request shall also identify the involved parties and state whether the involved parties are represented by legal counsel or other advisor.

1-9-6 **Acknowledgement.** The enforcement staff shall prepare an appropriate document outlining the terms and conditions of the limited immunity agreement. The acknowledgment shall be signed by all parties subject to the limited immunity agreement, with a copy of the acknowledgment being provided to all signatories.

1-9-7 **Record Keeping (Pertaining to Limited Immunity).** The enforcement staff shall maintain copies of approvals and denials of applications for limited immunity in the case file and make those records available to the appropriate parties via the secure filing system. The presumption is that all parties will have access to all approvals and denials of applications for limited immunity.

1-9-8 **Revocation.** The enforcement staff will seek revocation of limited immunity only when it reasonably determines that the Committee on Infractions could conclude that an individual violated the terms of his/her limited immunity agreement.

1-9-9 **Revocation Process.** The enforcement staff may request that a grant of limited immunity be revoked by submitting a petition to the chair of the NCAA Committee on Infractions, or if the chair is unavailable, the petition shall be submitted to the vice chair. The petition shall state the basis for the revocation and shall be forwarded to all appropriate parties.

1-9-10 **Process Following Revocation.** If the Committee on Infractions revokes a grant of limited immunity, the enforcement staff may name the individual in the underlying allegation(s) pursuant to Bylaw 32.6 and, where appropriate, may also allege an unethical-conduct violation pursuant to Bylaw 10.1.

**Chapter 2 - Processing of Violations.**

2-1. **Interpretation Requests.** If an institution and the enforcement staff cannot reach agreement on whether facts and circumstances constitute a violation of NCAA legislation, the institution and the enforcement staff may submit a joint statement of agreed-upon facts to the NCAA academic and membership affairs (AMA) staff for a formal interpretation. If the institution and the enforcement staff are unable to reach agreement on the facts, or if there is an unreasonable delay in reaching agreement on the facts, a party may submit an individual request for an interpretation. In either case, the AMA staff will render a decision based on the facts submitted and notify participating parties of the outcome. Participating parties may appeal a staff interpretation to a committee of representatives from member institutions as allowed by applicable legislation and AMA procedures.

2-2. **AMA Audit.** When the enforcement staff substantially completes a Notice of Allegations (NOA), the investigative team submits the draft NOA to the AMA staff for an audit of the
cited bylaws. One or more of the AMA enforcement staff liaisons, in consultation with the appropriate team(s), will review the NOA to determine whether: (1) the allegations, as drafted, support that a violation occurred; (2) the cited bylaws are appropriate; (3) the appropriate versions of the bylaws are cited; and (4) additional bylaws should be cited.

2-3. **Summary Disposition.**

2-3-1. **Summary Disposition Report (SDR) Election.** Decisions about whether to use the summary disposition process are made on a case-by-case basis. While use of the summary disposition process is generally encouraged, the following are elements that suggest a case may not be appropriate for summary disposition:

a. The case involves an allegation of unethical conduct;
b. The case involves an allegation of lack of institutional control;
c. The case involves an alleged violation of the cooperative principle or related bylaws;
d. The institution or an involved individual has been involved in a separate major violation within the past five years;
e. The case involves significant disagreement on material facts, such that it may invite additional scrutiny by the Committee on Infractions;
f. The case involves a significant recruiting or extra-benefit allegation;
g. The case involves an academic misconduct allegation;
h. There are any unique issues in the case or any particular instances that the committee has not reviewed in the last 10 years; or
i. The case involves an allegation or instance of material enforcement staff misconduct.

2-3-2. **Abandoning the Summary Disposition Process.** At its discretion, any party may withdraw its consent to the summary disposition process. If any party withdraws its consent, the enforcement staff shall issue a notice of allegations pursuant to Bylaw 32.6.

2-3-3. **Completion of Summary Disposition Report.** Pursuant to Bylaw 32.7, the enforcement staff, institution and any involved individual may elect to process a major case through the use of a summary disposition report. To complete the report, the enforcement staff may provide to the institution and any involved individual a template to use, which could include sections that each of the parties is asked to complete. For the purpose of completing this report efficiently, the
enforcement staff may require as a condition for using this process an agreement on reasonable deadlines for completion of the report. The expected duration of the process shall not exceed 90 calendar days from the day the parties reach agreement to pursue the process to the date the final report is submitted to the Committee on Infractions. Failure by a party to adhere to the deadlines may serve as a basis for the other parties to withdraw their consent to the summary disposition process. Additionally, the chair of the Committee on Infractions or his or her designee, pursuant to Bylaw 32.6.9, may in his or her discretion convene a scheduling conference to discuss why the report was not completed within the deadline and determine a plan for completing the processing of the case, which could include abandoning the summary disposition process and proceeding via a hearing.

2-4. **Allegation Review Board.** Before finalizing a NOA, the investigative team shall submit the draft NOA to an Allegation Review Board unless the team, in consultation with the managing director for investigations and processing, concludes that additional review would prevent timely resolution of the matter. The investigative team will advise the institution in writing in advance of the date of the review board. The investigative team will also advise in writing any involved party in advance of the date of the review board, provided that the involved party’s status has been determined by the enforcement staff at the time the review board is scheduled. The Review Board, consisting of enforcement staff members who were not part of the investigative team, shall be appointed by the managing director for investigations and processing to analyze the following:

a. Information relied upon to support the allegation(s);

b. Information refuting the allegation(s);

c. Proper level (major or secondary) and bylaw citation(s) for each allegation;

d. Appropriateness of any matters not alleged to be violations; and

e. Other issues unique to the case.

2-5. **Pre-Allegation Conference.** An institution or involved individual may request a conference with the enforcement staff before the staff issues an NOA. If requested, representatives of the enforcement staff shall allow the institution or involved individual to provide information or positions regarding potential allegations.

2-6. **Submission Process.** The enforcement staff shall submit and share case materials electronically through the secure filing system, a secure website that serves as the principal platform for parties to electronically submit and access case information once a matter proceeds past investigation. The enforcement staff will provide instructions relating to the process for exchanging and submitting information electronically to involved individuals and institutions in a timely manner.
2-6-1. **Distribution of Process Documents.** Processing documents prepared by the enforcement staff (e.g., NOA, enforcement staff case summary) shall be shared with all parties unless, pursuant to Committee on Infractions IOP 4-6, there are portions of a processing document not pertinent to a party that are not shared.

2-6-2. **Information that Refutes an Allegation.** The enforcement staff shall make available to the institution and any involved individual via the secure filing system any information of which it is aware that tends to refute an allegation pertaining to that party. If a party intends to rely on supplemental factual information (that is, information not identified by the enforcement staff as factual information), that party shall identify such information in its response's key record list with a hyperlink. If the enforcement staff is aware of information not identified by the parties that clearly refutes an allegation, the enforcement staff will make that information available to the Committee on Infractions.

2-6-3. **Amending Allegations.** The enforcement staff may amend allegations consistent with Bylaw 32 and the operating procedures of the Committee on Infractions.

2-6-4. **Key Record List and Hyperlinking.** Pursuant to Committee on Infractions IOP 3-1-3, a party, at the beginning of a written submission, shall identify the most pertinent factual information it intends to rely on in presenting the case in a key factual information list and index of authorities (past cases and interpretations) with hyperlinks to the secure filing system and the Legislative Services Database (LSDBi).

2-7. **Access to Information through Secure Website.** In matters to be presented to the Committee on Infractions, the institution and involved individuals shall have access to pertinent case materials as described in Bylaw 32.6.4 as soon as feasible after the issuance of the NOA (or after the issuance of the draft summary disposition report in a summary-disposition case). The information will be accessible through the secure filing system. All information contained in the secure filing system is governed by the rules of confidentiality, as set forth in Article 32 and the secure filing system's terms of service. The enforcement staff may add pertinent factual information to the secure filing system after the NOA is issued and must provide prompt notice of the addition to the institution, involved individuals and the Committee on Infractions.

2-7-1. **Access Restrictions.** Pursuant to Committee on Infractions IOP 4-6, the presumption is that all pertinent case information and submissions will be made available to all parties. A party may request the enforcement staff to not share information with another party when the information is not pertinent to that other party. If the enforcement staff grants the request, it will provide notice to the Committee on Infractions and any impacted parties.

Chapter 3 - Secondary Violations.
3-1. **Processing Secondary Violations.** Matters the enforcement staff believes to involve only secondary violations ordinarily will be submitted and reviewed electronically through the Requests and Self-Reports Online (RSRO) system. Appeals from staff determinations regarding secondary violations may be presented to the Committee on Infractions pursuant to Bylaws 19.6.1 and 32.4.3.
ACTION ITEMS.

1. Legislative items.
   
a. 2019 NCAA Convention Legislation – NCAA Bylaws 13.1.1.2 and 15.5.4.1 – Recruiting and Financial Aid – Contactable Prospective Student-Athletes – Four-Year College Prospective Student-Athletes – Notification of Transfer – Permissible Reduction or Cancellation of Athletics Aid.

   (1) **Recommendation.** Sponsor legislation for the 2019 NCAA Convention to amend Bylaws 13.1.1.2 (four-year college prospective student-athletes) and 15.5.4.1 (reduction or cancellation permitted) as follows: (1) To replace "permission to contact" legislation related to four-year college transfer student-athletes with a "notification of transfer" model; (2) To specify that an institution must place a student-athlete's written request for transfer in the transfer database within seven consecutive calendar days of receipt of written notification of transfer; and (3) To specify that institutional athletics aid may be reduced or canceled for the following term or academic year if the student-athlete provides written notification of transfer to the institution; however, the student-athlete's athletics aid may not be reduced or canceled until the end of the regular academic term in which written notification of transfer is received.

   (2) **Effective date.** Immediate, for any four-year college transfer student-athlete during the 2019-20 academic year and thereafter.

   (3) **Rationale.** This proposal presents a notification-based alternative to replace the existing permission to contact model and improve the recruiting environment associated with four-year college transfer student-athletes. Pursuant to a notification model, a student-athlete would be permitted to explore transfer opportunities at another institution once written notification is provided. Once a notification of transfer has been submitted, the student-athlete would be entered into a database of student-athletes who have provided notification of their interest in transferring. Such a system would provide more transparency for coaches and student-athletes. Separating access to athletics aid from a permission to contact or notification model enhances student-athlete well-being because a student-athlete's eligibility for financial aid at a new institution would be based on the general legislative requirements applicable to all student-athletes. Finally, adopting legislation that would allow an institution to reduce or cancel a student-athlete's institutional athletics aid at the end of a term after notification of...
transfer should be permitted to address roster and budget issues. Additionally, it is recognized that fairness to and the well-being of the student-athletes who remain at their institutions need to be considered.

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

(5) **Student-athlete impact.** An institution would not be able to prevent a transfer student-athlete from receiving athletics aid at a new institution by refusing to grant permission to contact.


(1) **Recommendation.** Sponsor legislation for the 2019 Convention to amend Bylaw 14.2.4.2.2.1 (U.S. or Canadian armed services exception) to specify that participation in organized competition during time spent in the armed services, on official religious missions or with recognized foreign aid services of the U.S. government are exempt from the application of the delayed enrollment and seasons of competition legislation.

(2) **Effective date.** August 1, 2019.

(3) **Rationale.** Under current legislation, a student-athlete's participation in organized competition is exempt during their time spent on active duty in the U.S. or Canadian Armed Services. However, if an international student-athlete not from Canada participates in any organized competition while serving in their country's military, the student-athlete uses a season of competition for each year in which he or she participates in such organized competition. This application unfairly penalizes a student-athlete who spent time serving his or her country or religious organization. A student-athlete who engages in these types of service, whether voluntary or required, should not be penalized by using a season of competition for participation in any organized competition during their time of service.

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

(5) **Student-athlete impact.** Student-athletes who participate in organized competition while on active duty, on official regional missions or
recognized foreign aid service of the U.S. government will have their participation exempted from the application of the organized competition legislation.

c. Noncontroversial Legislation – Bylaw 12.5.3 – Amateurism – Promotional Activities – Media Activities – No Missed Class Time.

(1) **Recommendation.** Adopt noncontroversial legislation to amend Bylaw 12.5.3 (media activities) to specify that a student-athlete shall not miss class to participate in media activities, except for class time missed in conjunction with away-from-home competition or to participate in an NCAA- or conference-sponsored media activity.

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

(3) **Rationale.** Student-athletes should not miss class to participate in a media activity relating to athletics, regardless of the time of year. Reducing the amount of missed class time for student-athletes will provide them with greater opportunities for academic success. This proposal is consistent with the division's focus on life in the balance and will ensure participation in media activities does not interfere with a student-athlete's academic schedule.

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

(5) **Student-athlete impact.** Potential reduction in missed class time for media activities.


(1) **Recommendation.** Adopt noncontroversial legislation to amend Bylaw 13.1.2.2 (general exceptions) to define "significant other" as a spouse, fiancé or fiancée, domestic partner or any individual whose relationship to an identified individual (e.g., prospective student-athlete, coach, student-athlete) is the practical equivalent of a spouse; further, to replace "spouse" with "significant other," as specified.

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

(3) **Rationale.** Long-term, committed relationships come in many different forms (e.g., marriage, same-sex relationships, domestic partnerships). The
revisions in this proposed change would support the commitment to diversity and inclusion by recognizing the various forms of committed relationships.

(4) Estimated budget impact. Potential additional expenses at the institution's discretion for benefits that could be provided to a significant other that are currently limited to a spouse.

(5) Student-athlete impact. None.

e. Noncontroversial Legislation – Bylaws 13.1.3.2.1 and 13.4.4.2 – Recruiting – Telephone Calls and Electronic Transmissions to Prospective Student-Athletes – Additional Regulations – Elimination of Restriction During Conduct of Athletics Contest.

(1) Recommendation. Adopt noncontroversial legislation to amend Bylaws 13.1.3.2.1 (telephone calls to prospective student-athletes – during conduct of athletics contest) and 13.4.4.2 (additional regulations – during conduct of athletics contest) to eliminate the restriction on telephone calls and electronically transmitted correspondence sent to a prospective student-athlete or his or her relative/legal guardian during an institution's intercollegiate athletics contests.

(2) Effective Date. Immediate.

(3) Rationale. Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation does not allow an institutional staff member to place a telephone call or send an electronic transmission to a prospective student-athlete during the conduct of any of the institution's intercollegiate athletics contests in that sport from the time the institution's team reports on call at the competition site at the direction of the coach until the competition has concluded and the team has been dismissed by the coach. The current legislation is difficult to monitor and there is no limit on telephone calls or electronic transmissions made to a prospective student-athlete after June 15 immediately preceding the prospective student-athlete's junior year in high school. This recommended change will eliminate an unnecessary recruiting restriction and compliance monitoring burden.

(4) Estimated budget impact. None.

(5) Student-athlete impact. None.
f. Noncontroversial Legislation – Bylaws 13.1.3.2.2 and 13.1.3.5 – Recruiting – Telephone Calls Initiated by Prospective Student-Athlete at Prospective Student-Athlete's Expense – Elimination of Collect and Toll-Free Telephone Calls.

(1) **Recommendation.** To adopt noncontroversial legislation to amend Bylaw 13.1.3.2.2 (telephone calls initiated by prospective student-athlete at prospective student-athlete's expense) to specify that an institution may accept collect telephone calls and use a toll-free number to receive telephone calls placed by prospective student-athletes, prospective student-athletes' relatives or legal guardian(s) at any time; further, to eliminate Bylaw 13.1.3.5 (collect and toll-free telephone calls).

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

(3) **Rationale.** Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Collect and toll-free telephone calls, which are mostly obsolete and rarely placed by prospective student-athletes, should be included in Bylaw 13.1.3.2.2 (telephone calls initiated by prospective student-athlete at prospective student-athlete's expense) and a separate reference to these calls in Bylaw 13.1.3.5 (collect and toll-free telephone calls) should be eliminated.

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

(5) **Student-athlete impact.** None.

g. Noncontroversial Legislation – Bylaws 13.1.5 and 13.1.7.1 – Recruiting – Contacts and Evaluations – Contact Restrictions at Specified Sites – Elimination of Restrictions to a Prospective Student-Athlete's Educational Institution.

(1) **Recommendation.** To adopt noncontroversial legislation to eliminate Bylaws 13.1.5 (visit to prospective student-athlete's educational institution) and 13.1.7.1 (prospective student-athlete's educational institution).

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

(3) **Rationale.** Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its
alignment with the compliance resources available on Division II campuses. Current legislation specifies that a visit by an institutional staff member to a prospective student-athlete's educational institution during the portion of the day when classes are being conducted for all students requires the approval of the executive officer (or the executive officer's designee) at the prospective student-athlete's educational institution. The legislation is difficult to monitor and unnecessary given that many prospective student-athletes' educational institutions have policies and procedures in place for admitting visitors.

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

(5) **Student-athlete impact.** None.

**h. Noncontroversial Legislation – Bylaw 13.2.6 – Recruiting – Offers and Inducements – Elimination of Restrictions on Educational Loans to Prospective Student-Athletes.**

(1) **Recommendation.** To adopt noncontroversial legislation to eliminate Bylaw 13.2.6 (loans to prospective student-athletes) to permit an institution to arrange for educational loans for a prospective student-athlete before the completion of the prospective student-athlete's senior year in high school.

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

(3) **Rationale.** Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation specifies that institutions may not arrange for educational loans for prospective student-athletes prior to the completion of the prospective student-athlete's senior year in high school. The legislation is unduly restrictive and does not account for changes to the loan application process since its adoption. Allowing institutions to arrange for educational loans prior to the completion of the prospective student-athlete's senior year in high school is also beneficial to prospective student-athletes.

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

(5) **Student-athlete impact.** None.

**i. Noncontroversial Legislation – Bylaw 13.2.9 – Recruiting – Offers and Inducements – Fundraisers for a Prospective Student-Athlete – Elimination of Dollar Limit.**
(1) **Recommendation.** To adopt noncontroversial legislation to amend Bylaw 13.2.9 (fundraisers for a prospective student-athlete) to eliminate the $500 limit on the total value of the cash and/or goods from the fundraiser provided to the prospective student-athlete; further, to specify that the proceeds from the fundraiser may not exceed the total amount of expenses incurred by the prospective student-athlete (or the prospective student-athlete’s relatives).

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

(3) **Rationale.** Following the 2016 Convention, the governance structure began assessing the culture of compliance and reviewed legislation to ensure its alignment with the compliance resources available on Division II campuses. Current legislation specifies that institutions may arrange a fundraiser for a prospective student-athlete (or the prospective student-athlete’s relatives) who is impacted by extreme circumstances beyond the control of the prospective student-athlete; however, the total value of the cash and/or goods from the fundraiser provided to the prospective student-athlete may not exceed $500, and if the institution provides a donation to an external fundraiser for a prospective student-athlete in which the proceeds exceed $500, the value of the cash and/or goods provided by the institution may not exceed $500 and the institution may not be involved in arranging the fundraiser. The legislation is unnecessarily restrictive because when a prospective student-athlete is impacted by extreme circumstances, the expenses often exceed $500. This proposal would amend the legislation to specify the proceeds from the fundraiser that are given to the prospective student-athlete (or the prospective student-athlete’s relatives) may not exceed the amount of expenses incurred.

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

(5) **Student-athlete impact.** None.


(1) **Recommendation.** Adopt noncontroversial legislation to amend Bylaw 14.2.4.2.2.2 (national/international competition exception) to except participation in the following activities from the organized competition
legislation, as follows: (1) In sports other than men's ice hockey, for a maximum of one year, participation in junior level equivalents of official Pan American, World Championships, World Cup, World University Games (Universiade), World University Championships and Olympic training, tryouts and competition; (2) Participation in officially recognized training and competition directly qualifying participants for final Olympic tryouts; or (3) Participation in final tryout competition from which participants are selected for such teams.

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

(3) **Rationale.** This proposed change would permit a prospective student-athlete to participate in elite junior level competition for a maximum of one year after a prospective student-athlete's first opportunity to enroll full time in a collegiate institution following his or her grace period. For most prospective student-athletes, this is an opportunity to represent their countries in elite competition with and against appropriate age-level competition. Such elite junior level events are prestigious national and international level events that should not be equated with random events that may simply help an individual's athletics development or professional career. Further, in many countries, participation on a junior level team is a stepping stone or prerequisite for participation on an elite senior level team. The proposal is not intended to include all junior level participation, rather participation in elite junior level competition. The proposed change is nationally significant and would support student-athlete success and well-being, as it would allow prospective student-athletes to participate in prestigious and elite international events without concern of whether the event may be classified as junior level. Finally, this proposed change will ease the monitoring burden as institutions will no longer need to determine whether such elite competition was classified as junior level.

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

(5) **Student-athlete impact.** None.

2. **Nonlegislative items.**

   a. **Legislative Referral to the NCAA Division II Student-Athlete Advisory Committee.**

      (1) **Recommendation.** That the NCAA Division II Management Council refer a legislative concept to amend Bylaw 13.1.7.2 (contact restrictions at specified sites – practice or competition site) to the Student-Athlete
Advisory Committee for consideration of a potential legislative change in Division II:

Whether to eliminate the restriction on contact with a prospective student-athlete at the site of competition during a multiday event until after the prospective student-athlete's final contest is completed and he or she is released by the appropriate institutional authority and leaves the dressing and meeting facility.

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

(3) **Rationale.** The NCAA Division II Culture of Compliance Think Tank was charged with assessing the current culture of compliance to identify challenges and realistic enhancements efforts and addressing situations in which current policies, procedures and legislation do not realistically align with the resources available on Division II campuses. Permitting a coaching staff member to have contact with a prospective student-athlete during a multiday competition would allow for more discretion on use of recruiting budgets; however, there may be an unintended impact on prospective student-athletes.

(4) **Estimated budget impact.** Potential for institutions to save money in recruiting budgets.

(5) **Student-athlete impact.** None.

b. **Legislative Referral to the NCAA Division II Student-Athlete Advisory Committee.**

(1) **Recommendation.** That the Division II Management Council refer a legislative concept to amend Bylaw 17 (playing and practice seasons) to the Student-Athlete Advisory Committee for consideration of a potential legislative change in Division II:

Whether to permit, in individual sports, a coach to participate in an individual-workout session with a student-athlete from the coach's team during an institutional vacation period, provided the request for such assistance is initiated by the student-athlete.

(2) **Effective date.** Immediate.
(3) **Rationale.** Current legislation permits a coach in an individual sport to participate in individual-workout sessions with a student-athlete from the coach's team during the summer, provided the request for such assistance is initiated by the student-athlete. This recommended change extends the same opportunity to a student-athlete during any vacation period. Many student-athletes may not be able to return home during a vacation period due to distance (e.g., international student-athletes), time or budget constraints. Such student-athletes may wish to use vacation periods for athletic improvement. Other student-athletes may simply wish to take advantage of additional opportunities to train with their coaches. This change will allow a student-athlete in an individual sport the opportunity to request and receive additional instruction and guidance from a coach when there are fewer demands on the student-athlete's time.

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

(5) **Student-athlete impact.** Additional time spent in voluntary sessions.

**INFORMATIONAL ITEMS.**

1. **Review of potential membership-sponsored legislation for the 2019 Convention.** The committee received an update on the membership-sponsored proposals under consideration for the 2019 Convention. NCAA staff noted that three membership-sponsored proposals have been properly co-sponsored and three others are awaiting co-sponsorship.

2. **NCAA Division II Culture of Compliance Think Tank.**

   a. **Review of feedback on local sports clubs, private lessons and recruiting calendar legislation.** The committee reviewed feedback collected from Division II coaches connection groups regarding the private lessons legislation, specifically whether it should be applicable to all sports and whether there should be a radius restriction. After reviewing the feedback, which lacked consensus among the sports, the committee asked staff to gather additional feedback from the Division II Athletic Directors Association and the National Association for Athletics Compliance and prepare a draft legislative proposal that would encapsulate the potential changes to the private lessons legislation, if applicable to all sports.

   The committee also reviewed feedback regarding the local sports club 100-mile radius restriction from coaches connection groups in the following sports: baseball, lacrosse, men's and women's soccer, softball, men's and women's volleyball and wrestling. The committee agreed to table its discussion of the local sports club 100-mile radius restriction until feedback is received regarding the private lessons discussion at its next in-person meeting.
Finally, the committee reviewed feedback from football and men's and women's basketball coaches regarding the elimination of recruiting calendars in those sports. The committee noted that all three sports opposed the elimination of the recruiting calendars and agreed that a legislative change is not necessary at this time.

b. **Review of legislative recommendations from the NCAA Division II Culture of Compliance Think Tank.** The committee reviewed 13 legislative recommendations from the December 2017 Culture of Compliance Summit. The committee recommended five noncontroversial proposals [see Legislative Action Item Nos. 1e – 1i] and referred the review of one nonlegislative item to the Student-Athlete Advisory Committee [see Nonlegislative Action Item No. 2a]. The committee agreed to continue its review of the legislative recommendations from the December 2017 summit at its next in-person meeting.

c. **Discussion regarding donations from institutional staff members.** At its meeting in April 2018, the Division II Presidents Council approved, in concept, a 2019 Convention proposal to permit a student-athlete to receive actual and necessary expenses from an institutional staff member to participate as a member of an outside team. The Presidents Council asked the committee to address how the proposed legislation would apply to an institutional staff member who is also a representative of the institution's athletics interest (booster). The committee agreed that an institutional staff member who meets the definition of a representative of athletics interest would be permitted to provide actual and necessary expenses to the student-athlete for outside competition. This application of the proposed change will provide student-athletes with additional opportunities to cover actual and necessary expenses associated with their participation in an outside amateur sports team or organization.

d. **Discussion regarding media activities.** The committee received an update from the Division II Presidents Council April 2018 in-person meeting regarding a 2019 NCAA Convention proposal to amend Bylaw 12.5.3 (media activities). The committee agreed to sponsor noncontroversial legislation to amend the media activities legislation to specify that a student-athlete shall not miss class time to participate in media activities, except for class time missed in conjunction with away-from-home competition or to participate in an NCAA or conference-sponsored media activity. [See Legislative Action Item No. 1c]

e. **Update on resource documents.** The committee reviewed and provided feedback on two draft resource documents requested by the think tank. Additional feedback on the documents will be gathered from the Division II Athletics Directors Association Regulatory Advisory Group.
3. **Discussion regarding Division II University.** The committee received an update on Division II University and capabilities of the new learning management system. The committee provided feedback on future desired functionality and content.

Additionally, the committee reviewed draft certification procedures and question and answer documents for Division II University that would be effective if the legislative concept to require the annual completion of modules for the certification of coaches is adopted by the membership at the 2019 Convention. The committee agreed that a coach would be required to answer all questions correctly to achieve a passing score on a required educational module, and if a coach fails to achieve a passing score, he or she would be able to repeat the module after a 24-hour period. If a coach must repeat a module, he or she must repeat the entire module and answer all questions correctly to achieve a passing score on that module.

The committee also recommended a 14-consecutive calendar day "grace period" for new hires. During the 14-consecutive calendar day period, the newly hired coach would be permitted to direct, supervise or observe countable athletically related activities without successfully completing the certification requirements, but would not be permitted to recruit off campus. If the modules are not successfully completed after the 14-consecutive calendar day period, such activities shall cease. The 14-consecutive calendar day grace period would begin on the coach's start date at the institution. The committee also agreed that individuals who are retained by the institution for a limited time to provide services or instruction to an individual or team (e.g., pitching instructor, yoga instructor) shall complete the required educational modules, provided they provide such services or instruction beyond 14-consecutive calendar days. The committee will review updated versions of the certification procedures and question and answer documents at its next in-person meeting.

4. **Discussion regarding implementation of new financial aid legislation.** The committee discussed the implementation of the new financial aid legislation, effective August 1, 2018. The committee considered whether an institution could use more than one exception in a given academic year (e.g., the one-time exception during the fall term and the final semester/quarter exception during the spring term). The committee agreed that both exceptions may be used for the same student-athlete during the same academic year. The committee agreed to continue its discussions on the implementation of the new financial aid legislation at its next in-person meeting as necessary.

5. **Discussion regarding the National Letter of Intent single signing period.** The committee received an update regarding the National Letter of Intent single signing period, which was adopted by the Division I Conference Commissioners Association in all sports, except for football and basketball. Staff provided the committee with an update on the Division II legislation that would need to be revised via editorial revision should the
Division II Conference Commissioners Association approve a single signing period at its June 2018 in-person meeting.

6. **Update on the NCAA Division I Council Transfer Working Group.** The committee received an update on the adoption of Division I Proposal No. 2017-108 (recruiting and infractions program – contacts and evaluations – four-year college prospective student-athletes – notification of transfer), which replaced the "permission to contact" legislation with a "notification of transfer" model for four-year college transfers. The committee recommended a 2019 Convention proposal to amend Bylaws 13.1.1.2 (four-year college prospective student-athletes) and 15.5.4.1 (reduction or cancellation permitted) to replace the "permission to contact" legislation related to four-year college transfer student-athletes with a "notification of transfer" model. [See Legislative Action Item No. 1a.]

The committee requested staff provide education to the Division II membership regarding the application of the Division I proposal in advance of the October 15, 2018, effective date.

7. **Issuance of Official Interpretation.** The committee discussed the requirement for a two-year or four-year college transfer to present an academic transcript prior to an official visit. The committee agreed the transcript should be a current transcript, consistent with the requirement for a high school or preparatory school prospective student-athlete. The committee issued the following official interpretation and agreed to incorporate the interpretation into the Division II Manual.

**Academic Transcript Requirement for a Two-Year or Four-Year Prospective Student-Athlete Official Visit (II).**

The NCAA Division II Legislation Committee determined that an institution shall not provide an official visit to a two-year or four-year college prospective student-athlete until he or she has presented the institution with a current academic transcript.

[Reference: Division II Bylaw 13.6.2.2 (two-year or four-year college prospective student-athlete)]

8. **Update on the Commission on College Basketball.** The committee received an update on next steps in response to the recommendations of the Commission on College Basketball.

9. **Updates to Amateurism Fact-Finding Group Policies and Procedures Manual.** The committee approved amendments to the Amateurism Fact-Finding Group Policies and Procedures Manual to: (1) Require that any documentation provided in a foreign language must be translated to English (or in the case of financial records, converted to U.S. dollars) prior to submission, and both the original language and translated documents must be
included; (2) Allow a compliance administrator to represent the institution during a hearing; (3) Specify that the prospective student-athlete or student-athlete’s presence during a hearing is highly recommended, but not required; and (4) Require that, prior to the scheduling of a hearing, the institution and NCAA amateurism certification staff shall submit its questions to the NCAA academic and membership affairs staff to determine whether the agreed upon questions will result in resolution of the issues. The Division II Legislation Committee Legislative Review Subcommittee agreed to schedule a standing teleconference for amateurism fact-finding hearings on the second Tuesday of each month from noon to 1:30 p.m. Eastern time.

10. **Update on Division II Educational Outreach.** The committee was provided a recap of the 2017-18 education cycle, which included three Regional Compliance Seminars and two NCAA Regional Rules Seminars. The 2018-19 education cycle will include four Regional Compliance Seminars and two Regional Rules Seminars. The committee also received an update on the planned professional development workshop for compliance administrators, which is scheduled for May 13, 2019.

11. **Discussion regarding the Division II membership census.** The committee reviewed the results from the Division II membership census. During its review of the census results, the committee discussed whether compliance administrators have sufficient resources to perform their duties.

The committee also discussed the production and distribution expenses associated with the hardcopy versions of the Division II Official Notice and NCAA Manual; specifically, if the number of hard-copy NCAA Manuals sent to Division II institutions annually should be reduced and whether the Official Notice should be available in electronic form only. The committee directed staff to collect feedback from the Management Council regarding these potential changes.

12. **Discussion regarding potential reorganization of NCAA Bylaw 13.** The committee discussed potential reorganization of Bylaw 13, and requested staff draft a potential reorganization of Bylaw 13.5 (transportation) for the committee’s review at the November 2018 in-person meeting.

13. **Chair Elections.** The committee elected Cherrie Wilmoth, associate athletics director/internal operations/senior woman administrator at Southeastern Oklahoma State University, as chair of the committee, effective September 1, 2018. The committee also elected Chris Gregor, associate athletic director/internal operations and compliance at Saint Martin's University, as chair of the Interpretations Subcommittee effective September 1, 2018.
14. **Subcommittee Appointment.** The committee appointed Diana Kling, associate commissioner of the Peach Belt Conference, to the Legislative Review Subcommittee effective September 1, 2018.

15. **Review of the May 7, 2018, and May 11, 2018, Legislative Review Subcommittee Teleconference Reports.** The committee reviewed and approved the Legislative Review Subcommittee teleconference reports from May 7 and 11. The committee approved the subcommittee's recommendation to adopt one 2019 Convention proposal [see Legislation Action Item No. 1b], two noncontroversial proposals [see Legislative Action Item Nos. 1d and 1j] and refer one concept to the Student-Athlete Advisory Committee [see Nonlegislative Action Item No. 2b].

16. **Approval of the March 2018 Legislation Committee In-Person Meeting Report.** The committee reviewed and approved its March 5-6, 2018, in-person meeting report.

17. **Review of the April 2018 Presidents Council and Management Council Summary of Actions.** The committee received an update on the actions taken at the April 2018 Presidents Council and Management Council quarterly meetings.

18. **Future Meeting Dates.**
   
a. September 2018 date to be determined; (teleconference).

b. November 5-6, 2018, in-person meeting; (Indianapolis).

c. March 11-12, 2019, in-person meeting; (Indianapolis).

d. June 20-21, 2019, in-person meeting; (Indianapolis).

*Committee Chair:* Linda Van Drie-Andrzewski, Wilmington University (Delaware)

*Staff Liaison(s):* Karen Wolf, Academic and Membership Affairs
                      Geoff Bentzel, Academic and Membership Affairs
                      Chelsea Crawford, Academic and Membership Affairs
<table>
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<th>Attendees:</th>
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<tbody>
<tr>
<td>Molly Belden, Northeast-10 Conference.</td>
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<td>Jessica Chapin, American International College.</td>
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<td>Chris Gregor, Saint Martin's University.</td>
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<td>Brent Heaberlin, Lenoir-Rhyne University.</td>
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<td>Bailey Koch, Augustana University (South Dakota).</td>
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<td>Scott Larson, Lubbock Christian University.</td>
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<td>Darnell Smith, University of Central Oklahoma.</td>
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<td>Linda Van Drie-Andrzewski, Wilmington University (Delaware).</td>
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<td>Keith Vitense, Cameron University.</td>
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<td>Cherrie Wilmoth, Southeastern Oklahoma University.</td>
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<td>Scott Young, University of Indianapolis.</td>
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<td>Absentees:</td>
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<tr>
<td>Peggy Davis, Virginia State University.</td>
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<td>Guests in Attendance:</td>
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<td>None.</td>
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<td>NCAA Staff Support in Attendance:</td>
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<tr>
<td>Geoff Bentzel, Chelsea Crawford and Karen Wolf.</td>
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<td>Other NCAA Staff Members in Attendance:</td>
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<tr>
<td>Jennifer Beasley, Amanda Conklin, Maritza Jones, Susan Peal (via teleconference); Stephanie Quigg Smith, Terri Steeb Gronau and Gregg Summers.</td>
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ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Presentation from vendor regarding the progress of institution in the provisional year. The NCAA Division II Membership Committee received a vendor presentation regarding a visit conducted in spring 2018 to an institution in the provisional year of the membership process. The following institution was discussed:

   • Westminster College (Utah).

2. Preliminary discussions regarding applicant institutions. The committee had preliminary discussions regarding the membership applications submitted by the following institutions in the 2018-19 academic year:

   a. Benedictine University (Illinois);

      [NOTE: Jim Sarra, director of athletics, University of Illinois at Springfield, recused himself from the discussion.]

   b. Savannah State University; and

   c. The University of Texas at Tyler.

      [NOTE: Leslie Schuemann, senior associate commissioner, Heartland Conference, recused herself from the discussion.]

3. Review of proposals from vendors. The committee reviewed and discussed proposals submitted by various vendors for each program listed below. The committee also selected a vendor(s) for each program.

   a. Post-application site visits;

   b. Compliance Blueprint Program;

   c. Sports sponsorship and financial aid audits; and

   d. Streamlining of annual reports for institutions in the membership process.
4. **Review of membership requirements waiver for Biola University.** Biola University submitted a waiver requesting relief from a membership process requirement regarding the attendance of institutional representatives at the NCAA Convention. Specifically, the institution's president is unable to attend the Division II provisional member session and the business session at the 2019 Convention due to a scheduling conflict. The committee approved the institution's request for relief from the requirement.

[NOTE: Barb Hannum, faculty athletics representative, Hawaii Pacific University, recused herself from the discussion.]
### NCAA Division II Membership Committee
April 30, 2018, Teleconference

<table>
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<tr>
<th>Attendees:</th>
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<tbody>
<tr>
<td>Natalie Cullen, Pittsburg State University.</td>
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<td>Tom Daeger, Great Midwest Athletic Conference.</td>
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<td>Jeffrey M. Eisen, University of Mount Olive.</td>
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<td>Barbara Hannum, Hawaii Pacific University.</td>
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<td>Courtney Lovely, Palm Beach Atlantic University.</td>
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<td>Margaret Poitevint, University of North Georgia.</td>
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<td>Jim Sarra, University of Illinois at Springfield.</td>
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<td>Leslie Schuemann, Heartland Conference.</td>
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<td>Chris Snyder, Seton Hill University.</td>
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<td>Jackson Stava, Seattle Pacific University.</td>
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<td>Natasha Wilson, Johnson C. Smith University.</td>
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<td>Robert Wyatt, Coker College.</td>
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<th>Guests in Attendance:</th>
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<tbody>
<tr>
<td>Jill Willson, Double L Consulting.</td>
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<th>NCAA Liaisons in Attendance:</th>
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<tbody>
<tr>
<td>Amanda Conklin, Angela Red and Angela Tressel.</td>
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<th>Other NCAA Staff Members in Attendance:</th>
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<tr>
<td>Maritza Jones, Ryan Jones, Stephanie Quigg Smith and Terri Steeb Gronau.</td>
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ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   - None.

INFORMATIONAL ITEMS.

1. Review of annual reports from institutions in the membership process. The NCAA Division II Membership Committee reviewed the annual reports submitted by the seven institutions in the membership process. The committee agreed to the following actions:

   a. Move the following institutions to active member status, effective September 1, 2018:
      
      (1) Emmanuel College (Georgia);
      
      [NOTE: Jeff Eisen, director of athletics, University of Mount Olive, recused himself from discussion and voting on this item.]
      
      (2) Spring Hill College; and
      
      [NOTE: Chris Snyder, director of athletics, Seton Hill University, recused himself from discussion and voting on this item.]
      
      (3) Westminster College (Utah).

   b. Move the following institutions to provisional year three, effective September 1, 2018:
      
      (1) Auburn University at Montgomery;
      
      [NOTE: Margaret Poitevint, faculty athletics representative, University of North Georgia, recused herself from discussion and voting on this item.]
      
      (2) Biola University;
[NOTE: Barbara Hannum, faculty athletics representative, Hawaii Pacific University, recused herself from discussion and voting on this item.]

(3) Davenport University; and

[NOTE: Tom Daeger, commissioner, Great Midwest Athletic Conference, recused himself from discussion and voting on this item.]

(4) Purdue University Northwest.

[NOTE: Tom Daeger, commissioner, Great Midwest Athletic Conference, recused himself from discussion and voting on this item.]

c. **Approve the applications of the following institutions to enter provisional year one, effective September 1, 2018:**

(1) Benedictine University (Illinois);

[NOTE: Tom Daeger, commissioner, Great Midwest Athletic Conference; and Jim Sarra, director of athletics, University of Illinois at Springfield, recused themselves from discussion and voting on this item.]

(2) Savannah State University; and

(3) University of Texas at Tyler.

[NOTE: Leslie Schuemann, associate commissioner, Heartland Conference, recused herself from the discussion and voting on this item.]

2. **NCAA Division II Institutional Self-Study Guide Class assignments for institutions approved for active membership as of September 1, 2018.** The committee reviewed the total number of institutions in each of the five ISSG classes to ensure that a balanced number of institutions would have their ISSGs due each academic year.

The committee assigned the following institution to Class 5, noting that for Class 5, the ISSG submission deadline is 5 p.m. Eastern time June 1, 2020:

* Emmanuel College (Georgia);

The committee assigned the following institutions to Class 3, noting that for Class 3, the ISSG submission deadline is 5 p.m. Eastern time June 1, 2023:

a. Spring Hill College; and
b. Westminster College (Utah).

3. **Discussion regarding the review of institution and conference application process.** The committee updated and approved the application forms for institutions and conferences seeking membership. Institutional applications will be available on the NCAA website by September 30, 2018. The conference application will be available on request.

4. **Discussion regarding Division I reclassification process.** The committee reviewed the policies and procedures for Division I institutions reclassifying to Division II. The committee discussed and approved updated reclassification requirements for each year of the two-year process. [Attachment]

5. **Update on the 2019 NCAA Convention provisional membership meeting.** The committee reviewed the Convention meeting schedule for provisional institutions. Staff noted a draft schedule will be provided at the November meeting.

6. **Review of Requests/Self-Reports Online use by provisional institutions.** The committee received an update on the usage of RSRO by provisional institutions during the 2017-18 academic year.

7. **Discussion regarding composition requirements for active member conferences.** The committee discussed NCAA Constitution 3.4.1.2 (composition of active conferences), which specifies that a conference must have 10 or more active member institutions by August 1, 2022. The committee agreed to continue its review of the issue at future meetings.

8. **Discussion of current member institution closures, mergers and consolidations.** The committee received an update on member institutions that have recently closed or merged/consolidated with other institutions. Staff provided information on the following institutions: (1) Cheney University of Pennsylvania – the institution announced it will no longer operate as a member of Division II; (2) Heartland and Lone Star Conferences – all but one member of the Heartland Conference will merge and become members of the Lone Star Conference for the 2019-20 academic year; and (3) Thomas Jefferson University – the committee was provided an update on the merger and transition of Philadelphia University’s athletics program that began operating as Thomas Jefferson University effective July 1, 2017.

9. **Update on Division II membership waiver request – Urbana University.** The committee approved a waiver submitted by Urbana University. Urbana University became a branch campus of Franklin University, effective August 1, 2017 (with separate accreditations). It is anticipated that the two institutions will merge accreditations July 1, 2019. Thus, the waiver submitted by the institution is a waiver request of the three-year Division II membership process for the merged institution.
The committee approved the waiver request with the following conditions: (1) Urbana University must remain a member of an active Division II conference following the merger; (2) the president of Franklin University must participate in an orientation conducted by NCAA staff by May 31, 2019; (3) a dotted reporting line must be established between athletics and Franklin University’s president to ensure proper oversight and institutional control of the institution’s intercollegiate athletics program; and (4) a follow-up report including budget and other specific information must be provided to the Membership Committee at the conclusion of the 2018-19 academic year, not later than June 1, 2019. In addition, the committee noted that should circumstances surrounding the merger change or should Urbana University fail to comply with the conditions outlined in the waiver, the committee reserves the right to revisit Urbana University’s membership status.

[NOTE: Tom Daeger, commissioner, Great Midwest Athletic Conference, recused himself from the discussion and voting on this item.]

10. **Update on Paine College accreditation status.** The committee received an update on the accreditation status of Paine College. In September 2016, a federal court granted an injunction reinstating the institution as a member of Southern Association of Colleges and Schools pending the outcome of litigation. Staff will continue to track the issue and will keep the committee informed of any changes to the institution's accreditation status.

11. **Review of the progress reports from Puerto Rico institutions.** In November 2017, the committee approved a five-year waiver of membership requirements for institutions in Puerto Rico following devastating hurricanes. The committee reviewed progress reports from University of Puerto Rico, Bayamon; University of Puerto Rico, Mayaguez; and University of Puerto Rico, Rio Piedras. The institutions’ annual reports are due June 1, 2019.

12. **Update regarding institutions seeking reclassification from Division II to Division I.** Staff provided an update on active Division II institutions applying for reclassification of all sports to Division I. The committee discussed the reclassification timeline of the University of California, San Diego; California Baptist University; and the University of North Alabama.

13. **Update on sports sponsorship and financial aid audits for the 2017-18 academic year.** The committee was provided an update on the anticipated number of institutions that were selected for sports sponsorship and/or financial aid audits for the 2017-18 academic year. The committee will receive an outcome report during its September teleconference.

14. **Update on noncontroversial legislation regarding sports sponsorship for men’s and women’s cross country and track and field.** The committee received an update regarding the elimination of the sports sponsorship requirement for championships eligibility in cross country and track and field. The legislative recommendation was made by the NCAA
Division II Championships Committee and will be reviewed in legislative form by the NCAA Division II Management Council at its July meeting.

15. **Review of ISSG Class 4 and plans for ISSG update.** The committee reviewed the list of institutions in ISSG Class 4. The institutions must complete the ISSG by 5 p.m. Eastern time June 1, 2019.

16. **Discussion regarding the addition of an injury surveillance question on the ISSG.** The committee approved the addition of a question regarding an institution’s use of the NCAA Injury Surveillance System. The additional question is intended to increase awareness and encourage participation in data submission for injury reporting.

17. **Discussion regarding the compliance blueprint program, the performance of vendors during the 2017-18 academic year and the process for 2018-19.** The committee discussed the performance of vendors for the compliance blueprint program during the 2017-18 academic year. Staff noted that all 16 available compliance blueprints are filled for the 2018-19 academic year.

18. **Discussion regarding Regional Compliance Seminars.** The committee received an update regarding the 2017-18 Division II Regional Compliance and NCAA Regional Rules Seminars. The committee also reviewed the 2018-19 schedule noting that four regional compliance seminars will be conducted in addition to the two regional rules seminars.

19. **Update on divisional membership trends.** The committee received an update on current membership trends and Association-wide issues. Staff will provide updates at future meetings, as needed.

20. **Update regarding 2018 Division II membership census results.** The committee received an overview of the 2018 census results.

21. **Update on Division II educational priorities.** The committee received an update on the progress of the educational strategic plan, with a focus on Division II University.

22. **Review of Membership Committee policies and procedures.** The committee reviewed and approved an updated version of the Membership Committee Policies and Procedures for the 2018-19 academic year.

23. **Approval of the Membership Committee April 2018 teleconference meeting report.** The committee reviewed and approved the report from the April 2018 teleconference.

24. **Review of the April 2018 Management Council and NCAA Division II Presidents Council summary of actions.** Staff provided an update on the summary of actions from the Management Council and Presidents Council April 2018 meeting.
25. **Update regarding recommendations made by the Commission on College Basketball.** The committee received an update regarding the recommendations made by the Commission on College Basketball and potential impact to Division II.

26. **Election of Division II Membership Committee chair and vice chair.** The committee elected Leslie Schuemann, senior associate commissioner, Heartland Conference as chair; and Jackson Stava, director of athletics, Seattle Pacific University as vice chair.

27. **Future meeting/teleconference schedule.**
   
   
   b. November 12-13, 2018, in-person meeting; Indianapolis.
   
   c. February 19-20, 2018, in-person meeting; Indianapolis.
   
   d. July 9-11, 2018, in-person meeting; Indianapolis.

*Committee Chair:* Tom Daeger, Great Midwest Athletic Conference  
*Staff Liaisons:* Susan Britsch, Academic and Membership Affairs  
Amanda Conklin, Academic and Membership Affairs  
Angela Red, Academic and Membership Affairs  
Angela Tressel, Academic and Membership Affairs
### NCAA Division II Membership Committee
**July 10-11, 2018, In-Person Meeting**

<table>
<thead>
<tr>
<th>Attendees:</th>
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<tbody>
<tr>
<td>Natalie Cullen, Pittsburg State University.</td>
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<td>Tom Daeger, Great Midwest Athletic Conference.</td>
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<td>Jeffrey M. Eisen, University of Mount Olive.</td>
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<td>Barbara Hannum, Hawaii Pacific University.</td>
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<td>Courtney Lovely, Palm Beach Atlantic University.</td>
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<td>Margaret Poitevint, University of North Georgia.</td>
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<td>Jim Sarra, University of Illinois at Springfield.</td>
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<td>Leslie Schuemann, Heartland Conference.</td>
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<tr>
<td>Chris Snyder, Seton Hill University.</td>
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<tr>
<td>Jackson Stava, Seattle Pacific University.</td>
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<td>Natasha Wilson, Johnson C. Smith University.</td>
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<td>Robert L. Wyatt, Coker College.</td>
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<th>Absentees:</th>
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<td>None.</td>
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<tr>
<th>Guests in Attendance:</th>
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<tr>
<td>Amy Mallett and Charles Smrt.</td>
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<th>NCAA Liaisons in Attendance:</th>
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<tr>
<td>Susan Britsch, Amanda Conklin, Angela Red and Angela Tressel.</td>
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<th>Other NCAA Staff Members in Attendance:</th>
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<tr>
<td>Madison Arndt, Terri Steeb Gronau, Maritza Jones, Melissa Marchini, Joan Nissen, Stephanie Quigg Smith and Gregg Summers.</td>
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POLICIES AND PROCEDURES FOR INSTITUTIONS RECLASSIFYING FROM DIVISION I TO DIVISION II

The provisional institution must:

• Demonstrate a two-year plan for compliance with Division II financial aid regulations;
  - Institutions shall not permit any new multiyear agreements or cost of attendance stipends upon entering the provisional member process.

• Complete an annual report by June 1; and

• Attend:
  (1) A fall orientation at the NCAA national office;
  (2) NCAA Convention, specifically the Division II business session and provisional member meeting; and
  (3) Regional compliance/rules seminar.
The provisional institution must:

• Demonstrate compliance with all Division II legislation, with the exception of financial aid;

• Provide an update on the two-year plan for compliance with Division II financial aid regulations;
  
  o Institutions shall not permit any new multiyear agreements or cost of attendance stipends upon entering the provisional member process.

• Conduct a compliance blueprint in the fall term. An NCAA staff member and Membership Committee representative must attend;

• Complete an annual report by June 1; and

• Attend:
  
  (1) NCAA Convention, specifically the Division II business session and provisional member meeting; and

  (2) Regional compliance/rules seminar.
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   a. Division II Academics Requirements Committee (one September vacancy). [Attachment A]
      (1) Recommendation. Appoint Travis Smith, assistant director of athletics for academics, University of Indianapolis.
      (2) Effective Date. September 1, 2018.
      (3) Rationale. The committee forwards Mr. Smith as its only recommendation. He has seven years of compliance and academics advising experience, primarily in Division II.
      (4) Estimated Budget Impact. None.
      (5) Student-Athlete Impact. None.
   b. Division II Nominating Committee (immediate vacancy replacing Mark Coleman). [Attachment B]
      (1) Recommendation. Appoint Judy Sackfield, deputy director of athletics/senior woman administrator, Texas A&M University-Commerce.
      (2) Effective Date. Immediate.
      (3) Rationale. The committee forwards Ms. Sackfield as its only recommendation. She is from the South Central region which will not have representation after July 2019. She has previous NCAA regional advisory committee experience, and extensive conference and institutional committee service.
      (4) Estimated Budget Impact. None.
      (5) Student-Athlete Impact. None.
INFORMATIONAL ITEMS.

1. Report of Previous Meeting. The committee approved the report from its March 5, 2018, conference call, as amended.

2. Informational Documents. The committee reviewed the informational documents. No action was taken.

3. Additional Nominations. The committee requested that the following vacancies be reposted to seek additional nominations:
   - Division II Men’s and Women’s Tennis Committee – Central region; male coach or administrator.
   - Division II Wrestling Committee – Region 4, coach or administrator.

4. Nomination Form – Request for References. The committee discussed the inclusion of references on the web nomination form and decided to continue requesting that nominees submit references.

5. Committee Chair Interest. Committee members interested in serving as chair of the committee beginning September 1, 2018, should submit their interest to staff no later than June 15, 2018. An election will be held via email if necessary.


Committee Chair: David Brunk, Peach Belt Conference
Staff Liaison(s): Sharon Tufano, Law, Policy and Governance
### Division II Nominating Committee
May 14, 2018, Teleconference

<table>
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<tr>
<th>Attendees:</th>
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<tbody>
<tr>
<td>Anita Barker, California State University, Chico.</td>
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<td>David Brunk, Peach Belt Conference.</td>
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<td>Susan Cassidy-Lyke, Molloy College.</td>
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<td>Mark Coleman, Western New Mexico University.</td>
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<td>Lynn Griffin, Coker College.</td>
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<td>David Haglund, Great Northwest Athletic Conference.</td>
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<td>Kathleen Heitzman, Bloomsburg State University of Pennsylvania.</td>
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<td>Jamie Joss, Davis &amp; Elkins College.</td>
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<td>Erin Lind, Northern Sun Intercollegiate Conference.</td>
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<td>Griz Zimmermann, Texas A&amp;M International University.</td>
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<th>Absentees:</th>
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<tr>
<td>Rob Fiedler, University of Tampa.</td>
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<th>Guests in Attendance:</th>
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<th>NCAA Staff Support in Attendance:</th>
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<tr>
<td>Sharon Tufano.</td>
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<th>Other NCAA Staff Members in Attendance:</th>
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<td>None.</td>
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ACTION ITEMS.

1. Legislative items.
   • None.

2. Nonlegislative items.
   • Waiver of NCAA Bylaw 21.8.5.9.3 – Appointment of Independent Nominee with Fewer Than Two Years of Athletics Eligibility to the NCAA Division II Student-Athlete Advisory Committee.

   (1) Recommendation. That the NCAA Division II Management Council approve a waiver of NCAA Bylaw 21.8.5.9.3 (term of office) to appoint Shonte’ Cargill, student-athlete at Bluefield State College, to the NCAA Division II Student-Athlete Advisory Committee, for a period of 21 months, concluding at the adjournment of the Division II business session at the 2020 NCAA Convention.

   (2) Effective Date. Immediate.

   (3) Rationale. According to Bylaw 21.8.5.9.3, at the time of initial appointment to the Student-Athlete Advisory Committee, the student-athlete must have at minimum two years of eligibility remaining. In addition, the bylaw states that student-athletes may serve on the committee up to one year after completion of their intercollegiate athletics eligibility, provided the student-athlete remains active with his or her conference’s student-athlete advisory committee.

Ms. Cargill will exhaust her eligibility at the end of the 2018 spring semester (see attached nomination form). Therefore, she does not meet the minimum requirements in the legislation. However, the Student-Athlete Advisory Committee is requesting that the Management Council approve a waiver due to the unique circumstances surrounding this vacancy. Ms. Cargill was the only nominee for the independent vacancy. In addition, the committee continues to strive to recommend qualified candidates to provide a balance in gender, ethnic and sport diversity, along with representation among all conferences and independent institutions. Ms. Cargill is a minority student-athlete, competing in cross country and softball. She is studying technology/engineering management at Bluefield State and currently has a 3.39 grade-point average.
By appointing Ms. Cargill to the committee, the division’s independent institutions will maintain their voice on the committee. She can encourage other student-athletes at the division’s independent institutions to participate in student-athlete advisory committees and she can communicate to the national Student-Athlete Advisory Committee on their behalf. In addition, based on Ms. Cargill’s engagement at the 2017 NCAA Division II Student-Athlete Advisory Committee Super Region Convention, she is passionate about having a voice and being involved with the committee.

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

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

[Note: This appointment was approved by the Management Council and Presidents Council during the April 2018 meetings.]

**INFORMATIONAL ITEMS.**

1. **Division II National Student-Athlete Advisory Committee (SAAC) Orientation.** The Division II National SAAC executive board, Management Council representatives and staff liaisons met in person with the new committee members before the start of the meeting to provide an overview of Division II National SAAC and the committee’s responsibility in serving as the voice of Division II student-athletes.

2. **Review and Preparation of 2018 Goals.** The committee was presented with possible goals to accomplish this year, as established by the executive board. It was decided to establish goals in the following areas: CPR/AED training; mental health; sexual assault; Team IMPACT and Make-A-Wish; Love2Play; and voluntold activities. Committee members chose to join a task force for the goal they wanted to complete. The task forces will report out to the committee throughout the year on the progress of their goals.

3. **Time Demands Conversation.** The committee discussed the time demands legislation adopted by the Division I autonomy group and the impact such legislation would have in Division II. The committee was in favor of continuing to discuss the legislation for Division II student-athletes to support the division’s Life in the Balance philosophy and the health and wellness of student-athletes. The conversation will be continued during the next committee meeting.

4. **Student-Athlete Time Management Document.** A document outlining the demands placed on student-athletes’ time in Division II was created with the committee’s assistance. This document has been shared with the NCAA Eligibility Center and will be updated as new data is available.
5. **Voluntold Discussion Follow-Up.** Following the discussion with the Management Council and Presidents Council at the 2018 Convention, the committee considered next steps for voluntold activities. One suggestion that will be discussed further at the committee’s next meeting is to create a survey to define the top voluntold activities on campuses. This information could be used to create a document resource to assist student-athletes and athletics administrators in handling voluntold situations.

6. **Independent Members Serving on Management Council and SAAC Discussion.** The committee was presented with several options for independent representatives serving on the Division II Management Council and SAAC. The committee recommended to the Management Council that it sponsor noncontroversial legislation to maintain the independent representative position provided there are at least six Division II independent institutions. If there are fewer than six independent institutions, then the committee has recommended that the independent position be converted to an at-large position, making three at-large positions on the council and committee, respectively. If an independent representative applies for service, then one of the three at-large positions should be filled by a representative from an independent institution.

7. **Dr. Dave Pariser Faculty Mentor Award.** The committee reviewed the process for conference nominations surrounding the 2018 Dr. Dave Pariser Faculty Mentor Award. The nomination process is open, and the deadline to submit applications is October 15, 2018. The committee was encouraged to engage the institutions within their conferences to increase the level of participation moving forward. The honors, awards and recognition subcommittee will choose the recipient during the November 2018 meeting and present the award at the 2019 Convention in Orlando.

8. **Student-Athlete Day of Action.** The committee will collaborate with Divisions I and III National SAACs to promote sexual assault awareness on social media on the April 17 Student-Athlete Day of Action. The committee plans to share information about the day with athletics communications directors and fellow student-athletes. Those participating in the campaign are encouraged to utilize "#NoMore" and "#ItsOnUs" in their posts.

9. **Make-A-Wish® Update.** The committee received an update on the Division II partnership with Make-A-Wish®. After the discussion in January, and requests made by the committee, Make-A-Wish is developing a toolkit of turnkey events that should be finalized prior to the 2018-19 academic year. Make-A-Wish is also interested in hosting a webinar for Division II conference and campus SAACs in the fall and spring, communicating regular updates to the SAACs and creating a video highlighting its partnership with Division II. Target dates were provided for the committee to receive deliverables and updates from the Make-A-Wish staff. Additionally, it was noted that all donations for the 2017-18 academic year must be submitted either online or to the national office by June 15.
10. **Team IMPACT® Update.** Team IMPACT presented its five-year strategic plan and SAAC received an update on its partnership with the organization. Team IMPACT is transitioning to utilize licensed social workers as case managers. This role was previously filled by former student-athletes. The licensed social workers will function as a resource to the families in the program and facilitate the relationship between the families and teams.

11. **Internal Communications Discussion.** The committee held discussions about social media and other platforms to facilitate internal discussions between meetings. The committee selected Slack as its preferred platform to hold group discussions.

12. **Division II National SAAC LinkedIn Discussion.** To leverage the relationships built within those serving on SAAC after terms of service end, a Division II National SAAC alumni group has been created on LinkedIn. National office staff is assisting committee members in setting up the group and researching the best method to connect with those who have served on the committee in the past. Currently, alumni participants must be linked to active committee members to be involved in the group.

13. **Review SAAC Policies and Procedures.** The committee approved changes to the policies and procedures document.

14. **Conference Updates.** Each committee member provided an update on their respective conference SAAC meetings.

15. **NCAA Division II Committee Reports.** The committee was provided with updates on various NCAA Division II committees. The Division II committees represented were the Academic Requirements Committee, Championships Committee, Legislation Committee and Management Council. Members serving on these committees discussed the most recent developments from their respective committees.

16. **Association-Wide Committee Reports.** The committee was provided with updates on various Association-wide committees. The Association-wide committees represented were the Committee on Competitive Safeguards and Medical Aspects of Sports, Minority Opportunities and Interests Committee, Committee on Sportsmanship and Ethical Conduct, Committee on Women’s Athletics and Student-Athlete Engagement Committee.

17. **Other Reports.** The committee received information on the 2018 SAAC/Management Council Summit, opportunity to send one national SAAC representative to the 2018 CoSIDA Convention, 2018 NCAA postgraduate scholarship/grant opportunities, 2019-20 NCAA Postgraduate Internship Program, College Football 150th Anniversary and a report on the first follow-up survey of the 2017 Division II APPLE Training Institute.

18. **January 2018 Student-Athlete Advisory Committee Meeting Report.** The January 2018 meeting report was reviewed and approved by the committee.
19. **New Division II National SAAC Representatives.** The committee welcomed five new members to national SAAC:
   a. **California Collegiate Athletic Association** – Sayaka Carpenter, California State University, Monterey Bay.
   b. **Central Atlantic Collegiate Conference** – Mariah Wysocki, Bloomfield College.
   c. **Great Lakes Valley Conference** – Jake Renie, University of Indianapolis.
   d. **Lone Star Conference** – Alex Shillow, Texas A&M University-Commerce.
   e. **South Atlantic Conference** – Mary Northcutt, Carson-Newman University.

20. **Community Engagement.** The committee spent time at the Capitol Village Healthcare Center in Indianapolis for its community engagement opportunity.

21. **Student-Athlete Gift Boxes.** The committee packaged and boxed student-athlete gifts that will be given to student-athletes competing at final sites for the spring Division II championships.

22. **Future meeting schedule.**
   b. Fall 2018 conference call, date to be determined.
   d. January 22-26, 2019, in conjunction with the NCAA Convention, Orlando, Florida.
   e. April 11-14, 2019, in conjunction with SAAC Super Region Convention; Orlando.
   g. Fall 2019 conference call; date to be determined.
   h. November 22-24, 2019; Indianapolis.
   i. January 21-25, 2020, in conjunction with the NCAA Convention; Anaheim, California.
   j. April 2020; date to be determined.

*Committee Chair:* **Joshua Shapiro**, Colorado Mesa University, Rocky Mountain Athletic Conference

*Staff Liaison(s):* **Ryan Jones**, Governance  
**Chelsea Crawford**, Academic and Membership Affairs  
**Julie Sargent**, Academic and Membership Affairs
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<th>Attendees</th>
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<tbody>
<tr>
<td>Malek Barber, Palm Beach Atlantic University, At-Large</td>
<td>Austin Acosta, Southwest Baptist University, Mid-America Intercollegiate</td>
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<td>Athletics Association</td>
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<td>Gabrielle Cabanero, Dixie State University, At-Large</td>
<td>Father John Denning, Stonehill College, Northeast-10 Conference</td>
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<td>Sayaka Carpenter, California State University, Monterey Bay, California</td>
<td>Nicholas Ely, Notre Dame College (OH), Mountain East Conference</td>
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<td>Collegiate Athletic Association</td>
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<td>Aja Grant, Winston-Salem State University, Central Intercollegiate</td>
<td>Joshua Qualls, Arkansas Tech University, Great American Conference</td>
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<td>Athletic Association</td>
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<td>Bailey Koch, Augustana University (SD), Northern Sun Intercollegiate</td>
<td>Sarah Rodgers, Saint Michael’s College, Northeast-10 Conference</td>
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<td>Sarissa Lammers, University of Alaska Fairbanks, Great Northwest</td>
<td>Lindsay Reeves, University of North Georgia, Peach Belt Conference</td>
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<td>Athletic Conference</td>
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<td>Laura Liesman, Georgian Court University, Central Atlantic Collegiate</td>
<td>Mariah Wysocki, Bloomfield College, Central Atlantic Collegiate Conference</td>
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<td>Conference</td>
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<td>Casey Monaghan, West Chester University of Pennsylvania, Pennsylvania</td>
<td>Lauren Yacks, University of Findlay, Great Midwest Athletic Conference</td>
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<td>State Athletic Conference</td>
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<td>Deiontae Nicholas, Wayne State University (MI), Great Lakes Intercollegiate</td>
<td>Jeffrey Yasalonis, University of Mount Olive, Conference Carolinas</td>
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<td>Jack Nicholson, St. Thomas Aquinas College, East Coast Conference</td>
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<td>Mary Northcutt, Carson-Newman University, South Atlantic Conference</td>
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<td>Kristina Ortiz, Lynn University, Sunshine State Conference</td>
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Hannah Peevy, University of North Georgia, Peach Belt Conference

Jake Renie, University of Indianapolis, Great Lakes Valley Conference

| NCAA Division II Student-Athlete Advisory Committee Meeting, April 6-8, 2018 |
|-----------------|-----------------|
| **Attendees**   | **Absentees**   |
| Anthony Sassano, Dominican University of California, Pacific West Conference |  |
| Joshua Shapiro, Colorado Mesa University, Rocky Mountain Athletic Conference |  |
| Alex Shillow, Texas A&M University – Commerce, Lone Star Conference |  |
| Tayler Stover, Rogers State University, Heartland Conference |  |

**Other Participants:**
- Terri Steeb Gronau, NCAA
- Jennifer Peterson, Make-A-Wish (via teleconference)
- Pennie Parker, Rollins College
- Lisa Rogers, NCAA
- Seth Rosenzweig, Team IMPACT
- Rachel Stark, NCAA
- Amy VanRyn, Team IMPACT
- Quintin Wright, NCAA
ACTION ITEMS.

1. Legislative items.
   - Noncontroversial Legislation – NCAA Division II Bylaw 14.2.2.4.2 – Eligibility – Ten-Semester/15-Quarter Rule – Practice While Waiver is Pending.
     (1) Recommendation. Adopt noncontroversial legislation to specify that if a 10-semester-15/quarter waiver request is denied by the NCAA student-athlete reinstatement staff prior to the end of the 30-consecutive day period, the student-athlete must cease all practice activities upon the institution’s notification of the student-athlete reinstatement staff’s denial, regardless of whether the institution plans to appeal the reinstatement staff decision.
     (2) Effective date. Immediate.
     (3) Rationale. Current legislation does not clearly specify the application of the practice-while-a-waiver-is-pending legislation in circumstances where the reinstatement staff issues a decision prior to the conclusion of the 30-day practice period. The NCAA Division II Committee on Student-Athlete Reinstatement noted the reinstatement staff decision is a binding decision until and unless the committee overturns the reinstatement staff decision. Therefore, a student-athlete must cease practice activities immediately upon notification of a reinstatement staff decision to deny the extension.
     (4) Estimated Budget Impact. None.
     (5) Student-Athlete Impact. None.

2. Nonlegislative items.
   - None.

INFORMATIONAL ITEMS.

1. Review and discussion of hardship waiver legislation (Bylaw 14.2.5) and Bylaw 17 exemptions. The committee received a referral from the NCAA Division II Management Council to review and discuss hardship waiver calculations specific to whether annual exemptions (e.g., alumni game, conference challenge event) and discretionary exemptions (excluding scrimmages and exhibition contests per Bylaw 17 in the applicable sport) must be included in the numerator. The committee discussed the intent of the existing legislation and noted the move to a standard denominator was based on easing the burden on the
membership and creating a level playing field within each sport. In addition, the committee reviewed the February 9, 2018, official interpretation and determined this official interpretation captured the intent of the committee when changing the legislation to Bylaw 17 maximums. Therefore, all contests and dates of competition, including annual exemptions and discretionary exemptions (excluding scrimmages and exhibition contests per Bylaw 17) must be included in the numerator for purposes of calculating whether a student-athlete qualifies for a hardship waiver and do not impact the denominator.

2. **Less than full-time violations with significant competition.** The committee reviewed recent cases involving student-athletes who competed in a significant number of contests or dates of competition while enrolled less than full-time. The committee noted institutional culpability/responsibility increases the longer a student-athlete continues to compete while enrolled less than full-time, resulting in significant competition while not meeting the legislation. Because of this, the committee believes setting a withholding condition maximum in these types of cases is appropriate. Therefore, the committee determined the current guideline identifying a one-for-one withholding condition continues to be appropriate but noted that this withholding condition should be subject to a maximum of 30 percent of the season based on Bylaw 17 maximums for the applicable sport.

3. **Discussion of referral specific to impact hurricane devastation had on student-athletes attending Division II Institutions located in Puerto Rico.** The committee received a referral from Management Council to discuss whether relief from Bylaw 14.2.4.1 (minimum amount of competition) and Bylaw 14.2.2 (10-semester/15-quarter rule) should be considered for student-athletes attending institutions located in Puerto Rico because of recent hurricane devastation. The committee directed the reinstatement staff to extend flexibility in these circumstances on a case-by-case basis.

4. **Update on sports wagering legislation and guidelines.** The committee approved incorporation of the previous sports wagering legislated penalties into the Division II committee guidelines given the adoption of NCAA Proposal No. 2018-2.

5. **Waivers involving mental health diagnosis subsequent to the season.** The committee reviewed cases involving mental health issues where the documentation provided does not meet the legislated medical documentation requirements. The committee directed the reinstatement staff to continue to review on a case-by-case basis and exercise flexibility, where appropriate, when reviewing mental health documentation.

6. **Amateurism certification process case update.** The committee received an update on amateurism certification case decisions, including appeals heard by the committee, for the 2017-18 academic year.
7. **Review of reinstatement guidelines.** The committee reviewed and approved editorial revisions to the NCAA Division II Committee on Student-Athlete Reinstatement Guidelines.

8. **Review of flexible case decisions.** The committee reviewed reinstatement staff decisions for which the reinstatement staff provided relief from established case precedent and/or committee guidelines or where no case precedent existed.

9. **Amateurism certification process policies and procedures review.** The committee received an update specific to amateurism certification process changes effective beginning with the 2018-19 amateurism certification cycle.

10. **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.

11. **Division II governance and census discussion.** The committee received an update specific to the membership-wide census survey launched January 10, 2018.

12. **Continuing education.** The reinstatement staff provided the committee with continuing education specific to student-athlete reinstatement appeals, and the committee engaged in discussion regarding best practices.

13. **Division II summary of legislative actions.** The committee received an update on recently adopted legislation relevant to student-athlete reinstatement.

14. **Review November 2017 governance report.** The committee reviewed and approved the report from its November 2017 in-person meeting.

15. **Review student-athlete reinstatement philosophy statement.** The committee reviewed the Student-Athlete Reinstatement Philosophy Statement.

16. **Litigation update.** Vice president of NCAA law, policy and governance provided a litigation update.

17. **Review conflict of interest policy.** The committee reviewed its conflict of interest policy.

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

   a. December 4-5, 2018, Indianapolis; and
b. June 11-12, 2019, Indianapolis.

**Committee Chair:** Joel Isaacson, Michigan Technological University

**Staff Liaisons:** Danielle Teetzel, Academic and Membership Affairs
                  Jess Rigler, Academic and Membership Affairs
                  Julie Sargent, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>NCAA Division II Committee on Student-Athlete Reinstatement</th>
<th>May 15-16, 2018, Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
<td></td>
</tr>
<tr>
<td>Teresa Clark, Cedarville University.</td>
<td></td>
</tr>
<tr>
<td>Marcus Grant, Central Intercollegiate Athletic Association.</td>
<td></td>
</tr>
<tr>
<td>Joel Isaacson, Michigan Technological University.</td>
<td></td>
</tr>
<tr>
<td>Daniel Mara, Central Atlantic Collegiate Conference.</td>
<td></td>
</tr>
<tr>
<td>Carol M. Rivera, California Collegiate Athletic Association.</td>
<td></td>
</tr>
<tr>
<td>Anthony Sassano, Dominican University of California.</td>
<td></td>
</tr>
<tr>
<td><strong>Absentees:</strong></td>
<td></td>
</tr>
<tr>
<td>None.</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 Support Staff in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>Jess Rigler, Julie Sargent and Danielle Teetzel.</td>
<td></td>
</tr>
<tr>
<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
<td></td>
</tr>
<tr>
<td>Maritza Jones, Stephanie Quigg Smith, Greg Summers and Karen Wolf.</td>
<td></td>
</tr>
</tbody>
</table>
ACTION ITEMS.

1. Legislative Items.

   • None.

2. Nonlegislative Items.

   a. 2019 NCAA Division II Convention Schedule.

      (1) **Recommendation.** Approve the Division II schedule for the 2019 NCAA Convention, as attached.

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

      (3) **Rationale.** The core Division II Convention schedule remains relatively unchanged from that of last year. Timing will allow Division II delegates to participate in as many Association-wide events as possible, while still being able to attend Division II functions and conduct the quarterly governance business of the division.

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

      (5) **Student-athlete impact.** None.

   b. 2019 Convention Division II Educational Programming.

      (1) **Recommendation.** Approve the programming for the 2019 Convention, as recommended by the project team:

      (a) Thursday afternoon, 1:15 to 2:15 p.m. January 24:

          Division II Education Session in Association-wide time slot – panel consisting of institutional personnel and student-athletes, to discuss what Life in the Balance means on campus, including voluntold activities, best practices on campus for student-athlete engagement conversations, and the role of faculty athletics representatives in conversations with student-athletes.

      (b) Thursday afternoon, 2:30 to 4 p.m. January 24:
Division II Education Session in Association-wide time slot – panel consisting of institutional personnel and student-athletes to discuss mental health best practices in Division II and operationalizing SSI resources at the campus level.

(c) Friday morning Division II programming, 8:30 to 9:45 a.m. January 25:

A concurrent series of three sessions.

• Coaches’ engagement – panel from a diverse group of athletics representatives sharing their ideas on engaging/retaining coaches, including how to take advantage of resources available (e.g., Identity Workshop, Division II University, coaches connection.)

• Membership trends – panel discussing the benefits of Division II membership, including the use of the Institutional Performance Program data to make decisions regarding budgeting, adding/dropping sports, etc.

• E-sports – panel of campus administrators sharing their experience on adding an E-sports program at the Division II level.

(d) Friday Division II Keynote Session, 10 to 11:15 a.m. January 25:

The project team reviewed possible speakers for the Keynote Session. The project team ranked the selections in the following order:

i. Disney Institute – Session focused on leadership and professional development.

ii. Kate Fagan – Kate is a columnist and feature writer for espnW, ESPN.com and ESPN The Magazine. She is also a regular panelist on ESPN's Around the Horn and can also be seen on Outside the Lines. Previously, Fagan spent three seasons covering the 76ers for the Philadelphia Inquirer. Kate is the author of What Made Maddy Run.

iii. Mark Hertling – Mark is a former United States Army officer. He served 37 years in the U.S. Army and retired after
serving as the Commanding General of U.S. Army Europe and the Seventh Army. He attended the United States Military Academy at West Point. While at West Point, Hertling was on the NCAA Division I Swimming and Water Polo Team, and he was active as a member of his class committee.

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

(3) **Rationale.** The project team reviewed the surveys that were submitted by the Division II membership, as well as feedback from the Management Council and Presidents Council, and structured the recommendations to align with the feedback received, as well as current issues and hot topics. The project team noted that even though it is not recommending Division II-specific sessions related to Title IX and sleep deprivation as it relates to mental health and performance, those topics will likely be part of the Association-wide programming.

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

(5) **Student-athlete impact.** None.

**INFORMATIONAL ITEMS.**

1. **Welcome and Introductions.** The chair convened the teleconference at 3 p.m. The chair shared with the project team that Kim Duyst, former chair of the project team, has retired and no longer is a member of the Management Council.

2. **General Information from the NCAA Convention Management Staff.** The Convention management team provided a brief update regarding logistics. Hotel rooms at the Marriott World Center will run approximately $241.88 per night (including taxes). The meeting space portal will open June 26 and the registration portal will open September 12. The staff also informed the project team that due to increase costs in transportation, food and beverage services and wireless, the registration fee for delegates for the 2019 Convention will increase by $50 to $275 (early bird registration). In addition, the registration fee for the 2020 and 2021 Conventions will also increase by $50, making the respective fees $325 and $375.

The Convention management staff has requested an additional $500,000 be added to the Convention budget to offset rising costs; however, the increase in costs has to be offset by an increase of revenue. The staff also noted that warm weather locations tend to be more expensive in January than cold weather locations and without an increase in fees, the national office would be forced to cut services such as wireless access throughout all
meeting space; quantity and quality of food; beverages at delegates’ reception and breakfasts; and airport transportation. Finally, the Convention management staff noted that the registration fee has fluctuated between $150 and $250 from 2006 to 2018, which is a very minimal change for over a 10-year period.

3. **2019 Convention Core Schedule.** The project team reviewed the core schedule for all Association activities during the 2019 Convention. Items of note included the Honors Celebration, which will be conducted Wednesday evening and will set the tone for why we meet and what we do for the rest of the week; NCAA Plenary Session: State of College Sports (formerly Opening Business Session) at 4:30 p.m. Thursday with the Delegates Reception that evening; and the keynote luncheon and Gerald Ford Award Presentation on Friday.

4. **Association-Wide Programming and Events.** The project team was updated concerning the programming and events for Association-wide functions. Final determinations on Association-wide education sessions will be made this summer and shared as a part of the registration process.

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**Project Team Chair:** Christopher Graham, Rocky Mountain Athletic Conference  
**Liaisons:** Terri Steeb Gronau, Division II Governance  
Maritza Jones, Division II Governance

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| Members in Attendees: |  
| Chris Graham, Rocky Mountain Athletic Conference.  
Lynn Griffin, Coker College.  
Laura Liesman, Georgian Court University.  
Courtney Lovely, Palm Beach Atlantic University.  
Pennie Parker, Rollins College (Management Council chair).  
Lindsay Reeves, University of North Georgia.  

| Absentees:  
| Josh Doody, Notre Dame De Namur University.  

| Guests in Attendance:  
| Jessica Arnold and Crystal Reimer, Shorts Travel.  

| NCAA Staff Support in Attendance:  
| Terri Gronau and Maritza S. Jones.  

| Other NCAA Staff Members in Attendance:  
| Jessi Faulk, Ryan Jones, Ann Martin, Lisa Rogers, Juanita Sheely, Stephanie Quigg Smith and Jill Waddell.  

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NCAA/06_26_2018/MSJ:jcw
2019 NCAA CONVENTION
CORE SCHEDULE OF EVENTS

Wednesday, January 23
8 a.m. to 3 p.m. Division II Management Council Meeting
1:30 to 5 p.m. NCAA Board of Governors Meeting
6 to 9 p.m. Honors Celebration

Thursday, January 24
7:30 to 9:45 a.m. Division II Presidents Council/Management Council/Student-Athlete Advisory Committee Breakfast
8:30 a.m. to 10 a.m. Breakfast for New Division II Athletics Directors
10 to 11:30 a.m. Division II Joint Presidents Council/Management Council Meeting
11:45 a.m. to 1:15 p.m. Division II Management Council Mentor/Mentee Meeting and Lunch
Noon to 3:30 p.m. Division II Presidents Council Meeting
1:15 to 4 p.m. Education Sessions and other Association-Wide Programming
4:30 to 6 p.m. NCAA Plenary Session – State of College Sports
6 to 7:30 p.m. NCAA Delegates Reception
8 to 9:30 p.m. Division II Management Council “Roast and Toast”

Friday, January 25
7:30 to 8:30 a.m. Division II Delegates Breakfast
8:15 to 9:45 a.m. Division II Chancellors and Presidents Breakfast
8:30 to 9:45 a.m. Division II Education Sessions
10 to 11:15 a.m. Division II Keynote Speaker
11:30 a.m. to 1 p.m. Association Luncheon and Gerald Ford Award Presentation
1:30 to 5:30 p.m. Division II Conference Meetings
5:30 to 6:30 p.m. Division II Faculty Mentor Award Presentation and Reception

Saturday, January 26

7 to 8 a.m. Delegates’ Breakfast
8 a.m. to Noon Division II Business Session

Hotel Departure
ACTION ITEMS.

1. Legislative Items.


  (1) Recommendation. To specify that an active member institution shall complete a student-athlete health and safety survey on an annual basis pursuant to policies and procedures as determined by the Committee on Competitive Safeguards and Medical Aspects of Sports; further, to establish a penalty for failure to submit the student-athlete health and safety survey.

  (2) Effective date. August 1, 2019 and August 1, 2022.

  (3) Rationale. Currently, there are no other publicly available tools for obtaining student-athlete health and safety information. This legislation will allow real-time visualization of emerging standards of care for the administration of sports medicine programs. During the 2017-18 academic year, the Division II Injury Surveillance Program Task Force discussed the benefits of a potential health and safety survey to gather important data specific to Division II. The task force reviewed the data collection process for Division I and conducted a pilot survey of selected Division II institutions. The task force believes Division II will benefit from this annual data collection and the information will be made available to Division II schools and conferences via the Institutional Performance Program (IPP). An institution that fails to submit the data on an annual basis, shall forfeit enhancement funds. However, the task force agreed to delay implementation of the penalty for three years, until 2022. The process of administering the survey will be overseen by the Committee on Competitive Safeguards and Medical Aspects of Sports, in collaboration with the Sport Science Institute.

  (4) Estimated budget impact. None.

  (5) Estimated student-athlete impact. None.

2. Nonlegislative Items.

- None.
INFORMATIONAL ITEMS.

1. **Welcome and introductions.** The chair convened the teleconference and welcomed the one new member appointed to the project team.

2. **Update on Injury Surveillance Program Communication Plan.** The project team reviewed the updated communication plan and received an update on the execution of the plan. It was noted that the content has been more streamlined, the strategies have been updated and that all deadlines have been met in the implementation timeline.

3. **Current Injury Surveillance Program Participation Numbers.** The Datalys Center provided an updated on the participation numbers to date [Attachment A]. Division II participation has increased from eight percent to 13 percent since the pilot began. There are about 40 additional institutions that have committed to participating in the program in the new academic year. The task force was informed that the Northeast-10 Conference adopted a new requirement that all its institutions participate in the program by submitting data on two sports per season. With the addition of the 40 institutions, plus the institutions in the Northeast-10 Conference, Division II is on track for meeting the goal of 30 percent of the division participating in the program by next summer. The task force will receive another update on participation this fall and spring 2019.

4. **Review Division I Health and Safety Survey Information in the NCAA Institutional Performance Program (IPP).** The task force viewed the Division I health and safety data via the Institutional Performance Program. The task force was shown the different graphs available to review the information in the IPP.

5. **Survey Results from the Division II Health and Safety Survey Pilot.** The task force reviewed the survey results [Attachment B] from the Division II health and safety survey pilot. The survey was sent March 15 to 68 athletics health care administrators and athletic trainers that were recommended by the conference commissioners. A total of 38 individuals completed the survey. The respondents noted that the survey was comprehensive and addressed areas of concern where data could help drive change.

6. **Survey Results from the Division I Health and Safety Survey Pilot.** The task force reviewed the survey results from the Division I health and safety survey pilot.

7. **Next Steps.** The task force will receive updated participation numbers after the beginning of the academic year. The task force will reconvene in spring 2019 to receive an update on the Injury Surveillance Program communication plan and current use of the program by Division II schools.
**Task Force Chair:**  M. Roy Wilson, Wayne State University (Michigan)  
**Staff Liaison(s):** Terri Steeb Gronau, Division II Governance  
Geoff Bentzel, Academic and Membership Affairs  
Dawn Buth, Sport Science Institute  
Maritza Jones, Division II Governance  
John Parsons, Sport Science Institute

| NCAA Division II Injury Surveillance Task Force  
| June 18, 2018, Teleconference  |

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<thead>
<tr>
<th><strong>Attendees:</strong></th>
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<tbody>
<tr>
<td>Chris Graham, Rocky Mountain Athletic Conference.</td>
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<tr>
<td>Laura Liesman, Georgian Court University.</td>
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<td>Pennie Parker, Rollins College.</td>
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<td>Lindsay Reeves, University of North Georgia.</td>
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<tr>
<td>Julie Rochester, Northern Michigan University.</td>
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<td>M. Roy Wilson, Wayne State University (Michigan)</td>
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<tr>
<th><strong>Absentees:</strong></th>
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<tr>
<td>Steve Murray, Pennsylvania State Athletic Conference.</td>
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<td>Eric Schoh, Winona State University.</td>
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<tr>
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<tbody>
<tr>
<td>Christy Collins, Datalys Center.</td>
<td></td>
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<tr>
<td>Erin Wasserman, Datalys Center.</td>
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<tr>
<td>Geoff Bentzel, Terri Steeb Gronau, Maritza Jones and John Parsons.</td>
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<tr>
<td>Markie Cook, Nicole Hollomon, Lisa Rogers and Jill Waddell.</td>
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### NCAA ISP Participation by Division

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<th>Division</th>
<th>Participating</th>
<th>Compatible EMR but Not Participating</th>
<th>Presagia</th>
<th>Cannot Participate Based on EMR</th>
<th>No EMR Unknown EMR</th>
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<td>Autonomy 5</td>
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<tr>
<td>Total</td>
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<td>6%</td>
<td>12%</td>
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### NCAA ISP Participation by Division II Conference

<table>
<thead>
<tr>
<th>Conference Name</th>
<th>Participating</th>
<th>Compatible EMR but Not Participating</th>
<th>Presagia</th>
<th>Cannot Participate based on EMR</th>
<th>No EMR Unknown EMR</th>
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<tbody>
<tr>
<td>Sunshine State Conference</td>
<td>36%</td>
<td>27%</td>
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<tr>
<td>Great Lakes Valley Conference</td>
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<td>33%</td>
<td>0%</td>
<td>20%</td>
<td>20%</td>
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<td>Peach Belt Conference</td>
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<td>67%</td>
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<td>Pacific West Conference</td>
<td>21%</td>
<td>50%</td>
<td>14%</td>
<td>7%</td>
<td>0%</td>
</tr>
<tr>
<td>Great Northwest Athletic Conference</td>
<td>18%</td>
<td>55%</td>
<td>9%</td>
<td>0%</td>
<td>9%</td>
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<tr>
<td>Lone Star Conference</td>
<td>18%</td>
<td>36%</td>
<td>9%</td>
<td>27%</td>
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<tr>
<td>Central Intercollegiate Athletic Association</td>
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<td>67%</td>
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<td>8%</td>
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<tr>
<td>Pennsylvania State Athletic Conference</td>
<td>17%</td>
<td>61%</td>
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<td>17%</td>
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<tr>
<td>South Atlantic Conference</td>
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<td>Northern Sun Intercollegiate Conference</td>
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<td>56%</td>
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<td>6%</td>
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<tr>
<td>Heartland Conference</td>
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<tr>
<td>Conference Carolinas</td>
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<td>73%</td>
<td>0%</td>
<td>18%</td>
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<tr>
<td>Great Midwest Athletic Conference</td>
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<td>77%</td>
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<td>8%</td>
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<tr>
<td>Central Atlantic Collegiate Conference</td>
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<td>21%</td>
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<td>67%</td>
<td>0%</td>
<td>13%</td>
<td>13%</td>
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<tr>
<td>Rocky Mountain Athletic Conference</td>
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<td>7%</td>
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<tr>
<td>Mountain East Conference</td>
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<td>Southern Intercol. Ath. Conf.</td>
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<td>57%</td>
<td>0%</td>
<td>14%</td>
<td>7%</td>
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<tr>
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<td>33%</td>
<td>0%</td>
<td>0%</td>
<td>17%</td>
</tr>
<tr>
<td>Total</td>
<td>13%</td>
<td>60%</td>
<td>3%</td>
<td>10%</td>
<td>8%</td>
</tr>
</tbody>
</table>
This follow-up survey is an attempt to evaluate your experience taking the pilot health and safety survey, and to gauge your opinion of the value of this effort given the summary report that was provided to you.

Thank you for your time, and for your commitment to the health and safety of NCAA student-athletes.

Q1 - Did you have any technical difficulties while taking the survey?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
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<td>26%</td>
<td>10</td>
</tr>
<tr>
<td>No</td>
<td>74%</td>
<td>28</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>38</td>
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</table>

Q2 - Please indicate any difficulties you may have encountered while taking the survey. (Check all that apply)

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
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<tbody>
<tr>
<td>The survey link did not work.</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>The survey timed out while I was researching and/or finding assistance with answers.</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>My computer crashed trying to submit the survey.</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Some of the terms throughout the survey were unfamiliar.</td>
<td>7%</td>
<td>1</td>
</tr>
<tr>
<td>Some of the content was difficult to understand.</td>
<td>36%</td>
<td>5</td>
</tr>
<tr>
<td>Other, please explain.</td>
<td>57%</td>
<td>8</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>14</td>
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</tbody>
</table>
Q3 - Please provide other difficulties you may have had not listed above.

The wording of many of the questions was misleading or open for interpretation. Example - how many athlete’s receive treatment in your AT faculty per week? --- do you mean unique individuals or do you want number of treatments per week. Also - this is a survey sent out to NCAA Division II - but it's titled "Division I Health & Safety Survey Pilot". Some of the questions don't even apply. i.e. Basketball is not allowed to have summer practices. The last question should not have been setup with radio buttons. An individual could, and often does have more than one responsibility. Why isn't Neuropsychologist provided as a member of the Concussion Management Team. That specialists is the most appropriate to evaluate concussion and they aren't even listed as an option.

On the last question, the same individual could not be checked for multiple tasks

Last question about equipment checks did not allow for selecting the same person for multiple responses.

Some options were pick lists that didn't allow multiple selections that should have.

The last question would not allow multiple entries for the same individual.

Some questions need more defined answer tract

On the last question it only allowed me to fill in one of the answers. So after I clicked ordering it did not allow me to fill in any of the other responses like fitting, cleaning etc...

I could not answer zero as this was not an answer for many questions. We have no full time ATs. We are dual positioned. Faculty and ATs. No answer for this. We have no full time equivalents.

Last section on safety equipment would not let you delete a selection if you clicked it by accident and there are multiple people who have multiple responsibilities related to this section.

Q4 - Was the length of the survey appropriate to adequately cover the topical areas identified below?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>100%</td>
<td>37</td>
</tr>
<tr>
<td>No</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>37</td>
</tr>
</tbody>
</table>
Q5 - Were the survey questions appropriate to adequately cover the topical areas identified below?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>89%</td>
<td>33</td>
</tr>
<tr>
<td>No</td>
<td>11%</td>
<td>4</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>37</td>
</tr>
</tbody>
</table>

Q6 - Should any of the existing topical categories NOT be included in future versions of the survey? (Check all that apply)

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician/Other Medical Staff and Services</td>
<td>15%</td>
<td>2</td>
</tr>
<tr>
<td>Administration and Management</td>
<td>8%</td>
<td>1</td>
</tr>
<tr>
<td>Facilities</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Medical Documentation</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Emergency Care</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Mental Health</td>
<td>8%</td>
<td>1</td>
</tr>
<tr>
<td>Sleep</td>
<td>38%</td>
<td>5</td>
</tr>
<tr>
<td>Concussions</td>
<td>8%</td>
<td>1</td>
</tr>
<tr>
<td>Nutrition</td>
<td>8%</td>
<td>1</td>
</tr>
<tr>
<td>Equipment</td>
<td>15%</td>
<td>2</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>13</td>
</tr>
</tbody>
</table>
Q7 - Are there any additional topical categories that should be included in future versions of the survey?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>22%</td>
<td>8</td>
</tr>
<tr>
<td>No</td>
<td>78%</td>
<td>28</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>36</td>
</tr>
</tbody>
</table>

Q8 - Please indicate the additional topical categories you would like included in future surveys.

- Drug Testing
- Life Balance Evaluations
- Non Championship Season Coverage
- More defined staffing and coverage, salary information
- Hours of work week of medical staff
- Role of medical consultants. It may be a terminology issue but we have a number of consultants who work with us but we do not have any formal agreements. The same is true for our team physicians who are all community based and there are no formal agreements. In our conference only 1 institution has a full time physician the rest all use community based. About half do not have formal agreements.
- Scheduling (staff, facilities, practices), insurance verification, ATs Care training
- Female athlete specific issues & conditions, ex female athlete triad, pregnancy
- Work conditions for the Div. 2 ATC. What are typical hours. how does a staff designate staff to specific sports. Salary for ATs. Work conditions. Do all ATs get one day off a week?
Q9 - If future versions of the survey were similar in length, would you be willing to take the survey once per year?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>100.00%</td>
<td>37</td>
</tr>
<tr>
<td>No</td>
<td>0.00%</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>37</td>
</tr>
</tbody>
</table>

Q10 - Please provide feedback as to why you would not be willing to take this survey once per year?

*No Data*

Q11 - If future versions of the survey were similar in length, but were pre-populated with your answers from the previous year, would you be willing to take the survey once per year?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Yes</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>0</td>
</tr>
</tbody>
</table>

Q12 - What is your opinion of the value and/or impact the summary report may have on your institution? (Check all that apply)

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Valuable, it will help to guide our work in the upcoming year.</td>
<td>66%</td>
<td>25</td>
</tr>
<tr>
<td>Valuable, however it will have no impact on our campus.</td>
<td>32%</td>
<td>12</td>
</tr>
<tr>
<td>Not valuable</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Other, please explain.</td>
<td>3%</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>38</td>
</tr>
</tbody>
</table>
Q13 - Please provide further details regarding your opinion on the summary report.

Only helps if the NCAA mandates or supports the areas where we are lacking.

Q14 - Is there value in receiving this summary data for all Division II institutions on an annual basis?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>97%</td>
<td>35</td>
</tr>
<tr>
<td>No</td>
<td>3%</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>36</td>
</tr>
</tbody>
</table>

Q15 - Would you find value in future reports that allowed you to compare your institution’s athletic health care services against those of your peers?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>100%</td>
<td>36</td>
</tr>
<tr>
<td>No</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>36</td>
</tr>
</tbody>
</table>
Q16 - What is the best time of the year to take this survey (Check all that apply)

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>14%</td>
<td>9</td>
</tr>
<tr>
<td>February</td>
<td>3%</td>
<td>2</td>
</tr>
<tr>
<td>March</td>
<td>9%</td>
<td>6</td>
</tr>
<tr>
<td>April</td>
<td>8%</td>
<td>5</td>
</tr>
<tr>
<td>May</td>
<td>29%</td>
<td>19</td>
</tr>
<tr>
<td>June</td>
<td>14%</td>
<td>9</td>
</tr>
<tr>
<td>July</td>
<td>11%</td>
<td>7</td>
</tr>
<tr>
<td>August</td>
<td>3%</td>
<td>2</td>
</tr>
<tr>
<td>September</td>
<td>0%</td>
<td>0</td>
</tr>
<tr>
<td>October</td>
<td>2%</td>
<td>1</td>
</tr>
<tr>
<td>November</td>
<td>2%</td>
<td>1</td>
</tr>
<tr>
<td>December</td>
<td>6%</td>
<td>4</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>65</td>
</tr>
</tbody>
</table>
Q17 - Please select those listed below with whom you may have consulted during the survey completion process. (Check all that apply)

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Athletics</td>
<td>11%</td>
<td>6</td>
</tr>
<tr>
<td>Faculty Athletics Representative</td>
<td>4%</td>
<td>2</td>
</tr>
<tr>
<td>Senior Woman Administrator</td>
<td>5%</td>
<td>3</td>
</tr>
<tr>
<td>Team Physician</td>
<td>7%</td>
<td>4</td>
</tr>
<tr>
<td>Head Athletic Trainer</td>
<td>18%</td>
<td>10</td>
</tr>
<tr>
<td>Athletics Health Care Administrator</td>
<td>18%</td>
<td>10</td>
</tr>
<tr>
<td>None</td>
<td>30%</td>
<td>17</td>
</tr>
<tr>
<td>Other, please explain:</td>
<td>9%</td>
<td>5</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>57</td>
</tr>
</tbody>
</table>

Other, please explain:

- Compliance Director
- fellow staff members
- self
- school website
- Strength coach
Q18 - Would it be helpful if future surveys allowed you to share your survey responses with others on campus at the time of submission?

<table>
<thead>
<tr>
<th>Answer</th>
<th>%</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>37%</td>
<td>13</td>
</tr>
<tr>
<td>No</td>
<td>63%</td>
<td>22</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
<td>35</td>
</tr>
</tbody>
</table>

Q19 - Overall, what did you like most about the survey?

I appreciate the spirit of the survey... It's well intended and the data collected has the potential to be very helpful in understanding the reality of how similar institutions are utilizing resources.

Relevant questions/terminology

easy to follow and complete

Good Questions

Seemed fairly comprehensive.

discussion and questions regarding areas that I feel we could be addressing easily, that haven't been formalized

The opportunity to gather valid information and compare to other institutions.

addresses areas of concern that data could help drive change

fairly simple and easy

asking straight forward questions that were pretty easy to answer in black and white terms.

It asked direct questions.

The broad scope of safety issues

Direct and to the point.

Quality of questions

fairly complete for college athletics

Coverage of sports....

The coverage of variety of different health concerns

Very informative in relation to what the standard should be regardless of division

It hit a wide variety of important topics

That the NCAA is interested in our opinion
Q20 - Overall, what did you not like about the survey?

The survey has a LONG way to go in re-structuring the wording of questions or data collection format.

<table>
<thead>
<tr>
<th>Probably not going to make much impact on our campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>some answers aren't always clear yes or no. having a sometimes option or on-call option when it comes to coverage.</td>
</tr>
<tr>
<td>Time it will take to receive overall NCAA D2 results.</td>
</tr>
<tr>
<td>Some options were limited- could have been more places to fill in other answers. Didn't consider possibility for not having S&amp;C coach (going to be more common with smaller schools).</td>
</tr>
<tr>
<td>Some questions really were more in the D1 model and not realistic to a D2 model</td>
</tr>
<tr>
<td>limitations that don't necessarily allow for unique arrangements.</td>
</tr>
<tr>
<td>I believe we are grouping ancillary wants with true needs</td>
</tr>
<tr>
<td>Some of the terms were vague. Perhaps a definition could be provided as it may not be termed as such at all institutions. Or they may not know the technical terms of the duty, amenity, etc. but they still have something that matches that description. There is chance for some variation according to policy. Perhaps there can be a choice to provide explanation?</td>
</tr>
<tr>
<td>In reference to the coverage of in season and out of season sports, an area to explain why ATC coverage was not available. Coaches practice whenever they want, at 6am. Or ATC coverage is available for some practices but not others because sports have rotating schedules and the times change from day to day.</td>
</tr>
<tr>
<td>Some of the questions on event coverage (practice, out of season, voluntary) should have included if staff available. For example if those practices - work outs occur when the ATC is open then we are available. That being said it is a very good survey.</td>
</tr>
<tr>
<td>A little long sleeping questions</td>
</tr>
<tr>
<td>Needs to be updated to fit Division II some questions do not apply. Example: summer work outs and certain sports</td>
</tr>
<tr>
<td>Some of the items listed or asked, had no true bearing on schools in the Division II setting.</td>
</tr>
<tr>
<td>Some of the responses could only be marked for one role when that person in that role may do all of the choices. I also thought when discussing the practice coverage for sports there should be an area to better explain since it is not always cut and dry like the potential answers make it seem</td>
</tr>
<tr>
<td>For the equipment questions there are people with multiple responsibilities and it would only allow you to select one option.</td>
</tr>
<tr>
<td>Some of these responses are hard for a smaller department with multiple jobs. It seems more fit for a DI school</td>
</tr>
</tbody>
</table>
The Health and Safety Pilot Survey was sent Thursday, March 15 to 68 Division II athletic health care administrators/athletic trainers. The 68 individuals were recommended by their conference commissioners. The goal of the pilot was to help us determine if the survey is of value to the Division II membership and if any modifications to the survey were necessary.

A total of 38 AHCA/ATs completed the pilot survey, as well as a follow-up instrument to evaluate their experience in taking the pilot survey. However, 30 individuals did not participate at all.

On Monday, May 14, an e-mail was sent to the 30 AHCA/ATs who did not complete the pilot survey. In the e-mail, they were asked to share the reason for not completing it (e.g., missed the deadline; busy time on campus; started it, but it was too long; experienced technical difficulties; other).

Sixteen individuals responded to the e-mail requesting to share the reason for non-response. The main reasons are listed below:

- Seven individuals indicated they either missed the deadline or forgot to complete it.
- Seven individuals indicated that the survey was sent during a busy time on campus.
- Two individuals indicated not recalling getting the survey.

Additional recommendations from individuals who responded to the e-mail include:

- Avoid sending the survey during the months of February through April.
- Better to do this survey in the summer when activities are decreased and when we are reviewing policies and practices.
- The best time of the year to give this a chance to achieve a high chance of success is probably over the summer or winter breaks based on our AT staffs being on overload from August to mid-December and mid-January to mid-May.
FINAL REPORT OF THE
NCAA DIVISION II REGIONALIZATION WORKING GROUP
JUNE 18-19, 2018

FINAL RECOMMENDATIONS AS ENDORSED BY THE NCAA DIVISION II
CHAMPIONSHIPS COMMITTEE.

1. Regionalization should be retained as a core tenet of Division II.

Rationale: Regionalization is a Division II championships policy that requires sport committees to select a predetermined number of teams in each of the regions of the sports involved. This policy is based on an assumption that due to the regional nature of most Division II schools, sport committees should evaluate and select championships participants based on regional results, as opposed to a national evaluation in which head-to-head and common opponents’ results are less prevalent.

In addition, regionalization encourages a member school to compete against opponents within its region, instead of seeking contests against opponents outside its geographical region. This scheduling incentive is aimed at helping schools manage their regular-season travel budgets and limit missed class time for Division II student-athletes.

Through continuous outreach to the Division II membership since being appointed by the NCAA Division II Management Council in October 2016, the NCAA Division II Regionalization Working Group has seen no indication that the membership wants to overhaul regionalization as a core value for the division. On the contrary, results from the 2018 Division II Membership Census indicate strong support from nearly every constituent group for the regionalization model for Division II national championships.

<table>
<thead>
<tr>
<th></th>
<th>Pres./Chanc.</th>
<th>AD</th>
<th>Athl. Staff</th>
<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
<th>Conf. Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree/Strongly Agree</td>
<td>90%</td>
<td>75%</td>
<td>67%</td>
<td>69%</td>
<td>51%</td>
<td>83%</td>
<td>67%</td>
</tr>
<tr>
<td>Neutral</td>
<td>7%</td>
<td>10%</td>
<td>17%</td>
<td>13%</td>
<td>20%</td>
<td>12%</td>
<td>17%</td>
</tr>
<tr>
<td>Disagree/Strongly Disagree</td>
<td>3%</td>
<td>15%</td>
<td>17%</td>
<td>18%</td>
<td>29%</td>
<td>5%</td>
<td>16%</td>
</tr>
</tbody>
</table>

2. Division II sport committees should be encouraged to brainstorm ways to improve how regionalization applies to championships.
Rationale: While the working group agrees that regionalization should remain as a core tenet of Division II, the division should be open to reviewing certain principles and details of regionalization on a sport-by-sport basis. Accordingly, Division II sport committees are encouraged to continue developing ideas that improve how regionalization applies to their championships. In doing so, however, the working group advises sport committees to consider cost ramifications of any change. Should a proposal come with an expense, those items should be submitted as budget requests during the normal triennial budget review process. In other words, if a sport committee feels strongly enough about a proposal, it should be considered as a budget request rather than a one-off proposal in the middle of a budget cycle.

3. Continue seeking membership feedback to determine whether the principles of regionalization can be met at selections when sport committees populate the field, or if they can be met only when all regions are represented at the championship finals site.

Rationale: Again, while the working group is convinced that the membership still values regionalization as a core tenet of Division II, there appears to be varying opinions on the point at which regionalization is satisfied in the championship continuum. At issue is the following statement in the current regionalization guiding principles:

The Division II regionalization philosophy provides access to national championships from every region of the country. Regionalization does not guarantee that the best eight programs in the country will compete for a national championship, but it does guarantee that the different regions of the country will be represented at the championship by each region’s best.

Regionalization currently guarantees that every region is represented at the finals. However, momentum is building to ensure that the best teams are in the finals. Some sport committees have accomplished that by seeding the teams that advance from regional competition into the finals. That helps ensure the best two teams compete in the championship final without compromising regional representation. But other sport committees have proposed seeding teams earlier than after the regional round, which could affect regional representation.

Granted, part of the reason some sport committees are taking that approach is to avoid conference matches as early in the tournament as possible. Efforts to mitigate rematches in the first round (which is essentially why the Regionalization Working Group was created back in 2016) proved so challenging that the working group in July 2017 asked the Management Council to modify its charge in order to review championship bracketing alternatives beyond the first round. A byproduct of that, though, was to call into question the point of regional representation.

Should regional representation be guaranteed only at the start of the championship, or must it also be at the finals? The Regionalization Working Group believes the membership should answer that question in order to inform an evaluation of further proposals. If the membership
is inclined to favor ways other than post-regional seeding to ensure that the best teams advance, it will require a change to the regionalization guiding principle identified above.

4. **Encourage all team sport committees to seed teams advancing to the finals.**

   **Rationale:** The Regionalization Working Group believes team sport committees not already seeding teams advancing to the championship finals (men’s and women’s soccer, and men’s and women’s tennis currently do not) should begin doing so effective with championships in 2018-19. As indicated in the rationale for Recommendation No. 3 above, seeding out of regionals has proven to be an effective way of helping to ensure that the best two teams compete in the championship final without compromising regional representation at the finals’ site.

   [**NOTE:** The Division II Championships Committee at its June 19-20 meeting recommended to the Division II Management Council that those sport committees be required, not simply encouraged, to seed advancing teams.]

5. **Clarify or modify the principles for determining an in-region opponent.**

   **Rationale:** The Regionalization Working Group acknowledges that the principles for determining an in-region opponent have become confusing to the membership over time, particularly as schools have changed their conference membership and conferences have expanded their geographic footprint. The principles were established in 2007 in an attempt to provide regions and states with fewer members more flexibility as to what constitutes an in-region contest (especially since in-region contests factor significantly in postseason selection criteria). The model was built to support the following guiding principle within regionalization:

   **Regionalization encourages a member school to compete against opponents within its region, instead of seeking contests against opponents outside the geographical region. This scheduling incentive is aimed at helping schools manage their regular-season travel budgets and limit missed class time for Division II student-athletes.**

The principles for determining an in-region opponent include the following factors:

- Regions are determined by state boundaries.
- A state may reside in more than one region.
- All opponents within your geographic region are in-region contests.
- Conference opponents count as in-region contests regardless of geographic location.
- Opponents within your state regardless of conference affiliation are in-region contests.
- All opponents (regardless of conference affiliation) in states contiguous to your state are in-region contests.
Based on geographic changes in conference members over the last many years, schools in Florida can count contests against schools in Ohio as “in-region” because of various conference affiliations. Does this continue to meet the original intent as adopted in 2007?

The working group recommends that the Division II Championships Committee evaluate whether the way the current principles for determining an in-region opponent are being applied matches its original intent. If it doesn’t, then a review of the guiding principles may be warranted.

6. **Encourage institutions to play against other conferences in their region.**

   **Rationale:** The working group believes institutions should be rewarded in the postseason selection process for playing contests against other conferences in their selection region. The group believes that too often, teams opt to play an “easier” opponent elsewhere rather than stay within the selection region for their schools and conferences. The working group stopped short of mandating schools to do this, but it believes incentives could be discussed further to make it happen more frequently than it does now.

7. **Education regarding regionalization.**

   **Rationale:** The working group recommends an educational course be developed and offered through the new Division II University online platform to help coaches and others better understand who they can count as in-region contests. Additionally, an educational tool will assist in outreach to various membership groups such as sport committees, coaches connection programs, conferences, etc.

8. **Discontinue the Regionalization Working Group.**

   **Rationale:** The working group believes it has done its due diligence and has completed its charge. Following is a timeline of the group’s work:

   - **Spring 2013** – Responses from the first Division II Membership Census indicate while there is no interest in modifying the core Division II principle of regionalization, there is a desire to explore whether bracketing policies can be more flexibly applied to avoid conference matchups.

   - **January-December 2015** – After legislation to amend the Division II championship selection criteria is adopted at the 2015 NCAA Convention, the Division II Championships Committee continues to receive feedback from the membership regarding challenges associated with bracketing procedures in team sports.

   - **2015-16** – The Championships Committee works with Division II sport committees throughout the 2015-16 academic year to develop potential solutions, but the issue
proves to be one that demands a more focused approach. The Championships Committee suggests in September 2016 that a working group of subject matter experts be formed to explore the issue and develop recommendations. The Division II Management Council approves the recommendation in October 2016 and the Regionalization Working Group is appointed shortly thereafter.

- **January-February 2017** – The working group conducts two in-person meetings to brainstorm how to reduce first-round conference rematches. Several options are considered, including a regional crossover model in which geographically proximate regions would be paired and various seeds swapped to avoid conference matchups, but that proves to be cost-prohibitive. The working group begins leaning toward the idea of allowing sport committees the flexibility of flipping various seeds in the bracket to avoid conference rematches. However, when that concept is floated more broadly, the membership is unable to reconcile sacrificing competitive equity for a different opponent. In other words, they would rather play a lower-seeded conference opponent for a third or fourth time than face a tougher seed.

- **July 2017** – The working group convenes again via teleconference and determines there’s no consensus or cost-effective model to resolve the first-round rematch quandary. As such, the group recommends retaining the status quo regarding regionalization in the first round of championships competition. However, a few sport committees meeting earlier in the spring propose some alternative models that would be applied beyond the first round to address the conference matchup issue in ways that would be more appealing both to sport committees and the membership at large. Accordingly, the working group asks the Management Council to restructure its original charge and be permitted to consider models beyond the first round.

- **June 2018** – The working group submits its final recommendations and considers its charge to be completed.

In closing, the working group believes that like any core component or tenet of the division, regionalization should be reviewed periodically to determine whether its original intent is being achieved. The working group believes its review over the past 18 months has satisfied that responsibility and that no further consideration of eliminating or significantly altering regionalization should occur for another five years to coincide with the next Division II Membership Census in 2023.
However, that does not mean sport committees and others in the governance structure and in the membership should stop thinking of ways to enhance the way regionalization affects our championships. We continuously strive to improve the postseason participation experience for our student-athletes, and as we noted in Recommendation No. 2 in this report, the division should be open to considering proposals along those lines.

### Regionalization Working Group Roster

- **Clyde Doughty**, director of athletics; Bowie State University
- **Shawn Jones**, director of athletics; Henderson State University
- **Steve Murray**, commissioner; Pennsylvania State Athletic Conference
- **Fran Reidy**, director of athletics; Saint Leo University, chair
- **Herb Reinhard**, director of athletics; Valdosta State University
- **Suzanne Sanregret**, director of athletics; Michigan Technological University
- **Tom Shirley**, assistant vice president of athletics/head women’s basketball coach; Thomas Jefferson University
- **Wendell Staton**, director of athletics; Georgia College
- **Karen Stromme**, associate director of athletics/senior woman administrator; University of Minnesota Duluth
- **Brian Swanson**, director of athletics; California Polytechnic State University, Pomona
ACTION ITEMS.

1. Legislative items.
   • None.

2. Nonlegislative items.
   • Independent Medical Care.

   (1) **Recommendation.** The NCAA Committee on Competitive Safeguards and Medical Aspects of Sports recommends the following:

   (a) The NCAA Division I Interpretations Committee update the March 11, 2016, Division I educational column regarding independent medical care to include question No. 11 from the January 18, 2017, Division II and the January 23, 2017, Division III educational columns; and

   (b) Commission the NCAA Sport Science Institute, in collaboration with the NCAA staff from academic and membership affairs and the office of legal affairs, to develop a white paper that fully explores relevant issues surrounding host and visitor care provisions, independent medical care, risk management and other pertinent concerns. The white paper would serve as a foundation for more thorough membership education efforts.

   (c) The appropriate authorities in Divisions I, II and III add additional questions to their respective educational columns that specifically address the provision of the unchallengeable medical authority of the host primary athletics health care provider when visiting institutions travel without their own primary athletics health care provider.

   (2) **Effective date.** August 1, 2018.

   (3) **Rationale.** The recommendation addresses existing confusion among primary athletics health care providers involved in the provision of care to visiting athletic teams, and the potential for significant medicolegal issues arising from these situations. Further, the recommendation ensures all three divisions will receive sufficient and consistent guidance regarding these issues.
(4) Estimated budget impact. None.

(5) Student-athlete impact. The impact of this work will directly affect student-athletes, by allowing appropriate medical care to be applied to student-athletes even when a primary athletics health care provider does not travel with the visiting team.

INFORMATIONAL ITEMS.

1. **Report of the December 2017 CSMAS meeting.** The committee approved the report of its December 2017 meeting.

2. **Update on Institutional Performance Program health and safety survey.** The committee received an update on the Institutional Performance Program health and safety survey. The survey was available for the Division I membership from November 2017 through January 2018. Of the 351 Division I member schools, 291 schools participated. The results are expected to be shared with the membership by May 2018. The results also will be shared with CSMAS at the June 2018 meeting. The committee will, as an annual practice, have an opportunity to review and recommend changes to the survey.

3. **Update on the February Football Data Task Force.** The committee was given an overview of the February 2018 Football Data Task Force meeting. Specifically, the task force reviewed emerging information regarding concussion and other injuries in football. The emerging information reviewed by the task force did not suggest the need for immediate rules changes, but indicated a need for continued evaluation of emerging information.

4. **Isotope Ratio Mass Spectrometry testing.** The committee began a discussion regarding the necessity of IRMS testing. Specifically, IRMS testing is a costly methodology used to confirm endogenous steroids and T/E positives within a certain range. Recently, there has been a dramatic increase in the number of samples that have triggered IRMS confirmation; however, a large majority of these samples result in negative outcomes. The high cost of IRMS testing, coupled with the dramatic increase in the number of samples which require confirmation, has stressed the drug testing budget. As a temporary solution, IRMS confirmation testing has been suspended for endogenous steroids and T/E positives within the 6 to 10:1 range. The committee will discuss a permanent protocol change at its June 2018 meeting.

5. **Championship drug testing time considerations.** The committee reviewed an issue regarding NCAA championship drug-testing raised by the NCAA Division I Competition Oversight Committee at its January 2018 meeting. Specifically, the Competition Oversight Committee had questions regarding the length of time it takes some student-athletes to complete drug testing at NCAA championships.
CSMAS discussed the purpose of NCAA championship drug testing and reviewed data regarding the length of time it takes student-athletes to complete such testing. Specifically, the committee noted that over the past three years approximately 90 percent of student-athletes completed the drug testing protocol within one hour. Based on its review, CSMAS developed a response to the Competition Oversight Committee, which outlines the purpose of NCAA drug testing and includes relevant data specific to the Competition Oversight Committee's questions. (Attachment)

6. **Update on Sleep and Wellness Task Force** The committee received an update on the Sleep and Wellness Task Force. Specifically, the task force developed recommendations which will form the basis of a narrative review paper. Subgroups have been identified to write a literature review on sleep and student-athletes. The literature review will be followed by the Delphi process, which allows all task force members to vote on consensus statements. Supplemental resources on sleep and student-athletes resulting from the consensus statements are tentatively scheduled to be available to the membership in fall 2018.

7. **Update on Mental Health Best Practices Strategies Task Force.** The committee received an update on the Mental Health Best Practices Strategies Task Force. Specifically, the task force is working with the SSI to develop infrastructure and educational strategies and tools, as well as policy considerations. Supplemental resources are tentatively scheduled to be available to the membership in summer 2018.

8. **Update on Pain in the College Athlete Summit.** The committee received an update on the Pain in the College Athlete Summit that will be hosted by SSI July 10-11 in Indianapolis. The Pain in the College Athlete Summit follows an International Olympic Committee literature review on pain management in the elite athlete. Following the summit, staff and summit attendees will work on drafting recommendations on pain management for the membership.

9. **Update on NCAA Injury Surveillance Program communication plan.** The committee received an update on the Injury Surveillance Program communication plan, which is intended to increase Division II institutions' participation in the program. The committee reviewed a new ISP fact sheet created to share information on the program with Division II athletics directors, conference commissioners and athletics health care providers. Targeted emails on participation will be sent to this same group in April. Currently, only eight percent of Division II institutions participate in the ISP. Division II has set a goal for 30 percent participation by summer 2019.

10. **Preview of June 2018 meeting.** The committee’s next meeting will take place June 13-14 in Indianapolis.

*Committee Chair: Doug Ramos, Creighton University, Big East Conference*
Committee on Competitive Safeguards and Medical Aspects of Sports  
March 26, 2018, Teleconference

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<th>Attendees:</th>
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<tr>
<td>Shawn Arent, Rutgers, The State University of New Jersey, New Brunswick.</td>
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<td>Randy Bird, University of Virginia.</td>
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<td>John Chandler, DePauw University.</td>
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<td>Jeffrey Dugas, Troy University.</td>
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<td>Joshua Ellow, Swarthmore College.</td>
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<td>Gabe Feldman, Tulane University.</td>
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<td>R.T. Floyd, University of West Alabama.</td>
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<td>Aja Grant, Winston-Salem State University.</td>
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<td>Joseph Hannant, University of North Carolina, Pembroke.</td>
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<td>Jessica Mohler, U.S. Naval Academy.</td>
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<td>Steve Murray, Pennsylvania State Athletic Conference.</td>
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<td>Douglas Ramos, Creighton University.</td>
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<td>Amy Schafer, Thiel College.</td>
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<td>Mark Stovak, University of Nevada, Reno.</td>
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<td>Jeffrey Williams, East Central University.</td>
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<td>Stevie Baker-Watson, DePauw University.</td>
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<td>Grace Calhoun, University of Pennsylvania.</td>
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<td>Bob Colgate, National Federation of State High School Associations.</td>
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<td>Samantha Kastner, Notre Dame of Maryland University.</td>
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<td>Kimberly Patterson Walpert, University of Georgia.</td>
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<td>Maureen White, U.S. Merchant Marine Academy.</td>
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<th>Guests in Attendance:</th>
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<th>NCAA Staff Liaisons in Attendance:</th>
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<tr>
<td>John Parsons, Anne Rohlman and Mary Wilfert.</td>
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<th>Other NCAA Staff Members in Attendance:</th>
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<tr>
<td>Jackie Campbell, Amanda Dickey, LaGwyn Durden, Brian Hainline, Cassie Langdon, Jared Tidemann and Jessica Wagner.</td>
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ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative Items.
   - Withdraw Noncontroversial Legislation – NCAA Bylaw 18.4.1.4.1 – Championships and Postseason Football – Eligibility for Championships Penalty – Banned Drug Classes Other Than Illicit Drugs.

   (1) **Recommendation.** Withdraw the committee's recommendation for noncontroversial legislation to clarify that a student-athlete who tests positive for use of a substance in a banned drug class other than illicit drugs shall:

   (a) Be charged with the loss of one season of competition in all sports, in addition to the use of a season, pursuant to Bylaw 12.8.3.1;

   (b) Be ineligible for the entirety of one season (i.e., the maximum number of regular-season contests or dates of competition per Bylaw 17), which must be served while the student-athlete is otherwise eligible for competition; and

   (c) Be ineligible for at least one calendar year (i.e., 365 days) after the collection of the student-athletes positive drug-test specimen and until he or she tests negative.

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

   (3) **Rationale.** At its December 2017 meeting, the committee recommended noncontroversial legislation to ensure the drug-testing penalty for banned drug classes other than illicit drugs is applied consistently and equitably to all student-athletes, regardless of transfer or enrollment status. Since that recommendation, additional scenarios were identified that require further clarification. To avoid confusion, the committee requested that the NCAA Division I Council and Divisions II and III Management Councils withdraw the previous recommendation until a more comprehensive legislative solution can be finalized. The committee will continue to discuss the issue at its September teleconference, when it expects to have a new legislative recommendation.

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

**INFORMATIONAL ITEMS.**

- None.

Committee Chair: Douglas Ramos, Creighton University, Big East Conference  
Staff Liaison(s): John Parsons, NCAA  
Anne Rohlman, NCAA  
Mary Wilfert, NCAA

| NCAA Committee on Competitive Safeguard and Medical Aspects of Sports  
June 13-14, 2018, Meeting |
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Aja Grant, Winston-Salem State University.  
Joseph Hannant, University of North Carolina, Pembroke.  
Samantha Kastner, Notre Dame of Maryland University.  
Jessica Mohler, U.S. Naval Academy.  
Steve Murray, Pennsylvania State Athletic Conference.  
Douglas Ramos, Creighton University.  
Amy Schafer, Thiel College.  
Enna Selmanovic, University of Cincinnati.  
Mark Stovak, University of Nevada, Reno.  
Jeff Williams, East Central University.  
Maureen White, U.S. Merchant Marine Academy. |
| **Absentees:**           |
|                         |
Kimberly Patterson Walpert, University of Georgia.

**Guests in Attendance:**
- Mark Bockelman, Drug Free Sport.
- Christy Collins, Datalys Center.
- Michelle Dorsey, Drug Free Sport.
- Erin Wasserman, Datalys Center.

**NCAA Staff Liaisons in Attendance:**
- John Parsons, Anne Rohlman and Mary Wilfert.

**Other NCAA Staff Members in Attendance:**
- Scott Bearby, Dawn Buth, Jackie Campbell, Markie Cook, Jenn Fraser, Brian Hainline, Brian Hendrickson, Nicole Hollomon, Maritza Jones, Cassie Langdon, Todd Petr, Adam Skaggs, Jared Tidemann and Karen Wolf.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. Committee chair, Sherika Montgomery, welcomed the following new members to their first in-person meeting: Hannah Hinton, Mountain East Conference and Samantha Kastner, Notre Dame of Maryland University.

2. Review CWA purpose statement. The committee reviewed its purpose statement.

3. Approval of the February 23, 2018, teleconference report. The committee reviewed and approved the February 23, 2018, teleconference report.

4. Review of the February 6, 2018, NCAA Minority Opportunities and Interests Committee teleconference report and the April 12-13, 2018, MOIC meeting agenda. The committee reviewed the February 6, 2018, MOIC teleconference report and the April 12-13, 2018, MOIC meeting agenda.

5. Discuss emerging sport proposals and conduct videoconferences. In February 2018, the committee determined that the three applicant emerging sports had not met the requirements set forth in the NCAA Emerging Sports for Women Process Guide. Therefore, the committee did not recommend that any of the emerging sports applicants be accepted into the Emerging Sports for Women Program. Recognizing each sport’s potential for continued growth and to offer further support with the emerging sport proposal process, the committee invited each sport’s representatives to participate in a videoconference during this meeting. The committee participated in individual videoconferences with representatives of wrestling, acrobatics and tumbling, and STUNT. The committee offered feedback regarding the proposals to the representatives of each sport.

   a. Wrestling. The wrestling representatives presented updates on the growth of girls’ and women’s wrestling, noting that the high participation numbers of female wrestlers in high school and collegiate club teams show strong grass-roots support for the sport. The committee commended the wrestling representatives on the sport’s potential for growth, the increasing number of female high school wrestlers, the prominence of USA women’s wrestling in international competition and the implementation of a coaches’ training program for women’s wrestling. The
committee noted the strengths of the sport’s proposal and provided feedback regarding how the sport of women’s wrestling could best position itself to become an NCAA emerging sport for women.

b. **Acrobatics and tumbling.** The acrobatics and tumbling representatives updated the committee on the continued growth within the sport and explained how the sport is increasing the number and diversity of opportunities for women with a tumbling, acrobatic or gymnastics skillset, as well as a professional pathway into coaching. The committee commended the acrobatics and tumbling representatives on a well-written, organized and detailed proposal, as well as the sport’s potential for growth, its organized governance structure, its legislation and playing rules that are compatible with NCAA legislation and playing rules, and its established national championship.

c. **STUNT.** The STUNT representatives provided collegiate sport sponsorship information and gave updates on topics such as the upcoming national collegiate STUNT championship as well as participation increases at the high school level. Citing their data on NCAA institutions sponsoring STUNT as club and varsity teams, the STUNT representatives requested reconsideration of the committee’s decision not to recommend STUNT to be in the Emerging Sports for Women Program. The committee commended the STUNT representatives on the sport’s potential for growth, its established and televised national championship, and support from other organizations/associations (e.g., state high school athletic associations). In discussion following the videoconference, the committee acknowledged STUNT’s request for reconsideration, but maintained its position as stated in its March 14, 2018, letter to STUNT leadership.

6. **Review NCAA Emerging Sports for Women Process Guide.** The committee reviewed the Emerging Sports for Women Process Guide and directed staff to amend the document to reflect the committee’s and staff’s suggested revisions. The process guide was used for the first time during the 2017-18 cycle. An updated version of the guide will be available on August 1, 2018, for prospective emerging sports that submit proposals for the 2019-20 cycle. Henceforth, the process guide will be reviewed at every spring meeting and an updated version will be posted online by the following August 1.

7. **Office of inclusion updates.** Katrice Albert, executive vice-president of inclusion and human resources, welcomed the committee and thanked them for their service. Albert informed the committee that she would provide an in-depth update on IHR’s strategic priorities at the CWA and MOIC joint meeting.

8. **Review emerging sports updates.** The committee reviewed updates provided by the following emerging sports for women: equestrian; rugby, and triathlon. The committee discussed ways the committee and staff may provide support to sport representatives, institutions and conferences during the emerging sport process. Suggestions included
developing resources for the NCAA Emerging Sports for Women webpage and NCAA staff establishing a cross-departmental communication plan to effectively and efficiently address various emerging sport issues.

9. **NCAA Gender Equity Task Force updates.** The committee was informed that the Gender Equity Task Force will have a teleconference on May 25, 2018, during which it will continue to strategize about implementing the Task Force equity, diversity and inclusion recommendations that were approved by the NCAA Board of Governors in April 2017.

10. **Review Senior Woman Administrator Research project.** The committee received an update on the Senior Woman Administrator Research Project action plan and accompanying communications plan. NCAA communications staff explained key elements of the communications plan for the SWA Research Project that was developed in partnership with office of inclusion staff and 3Fold Consulting Group. These plans are intended to be living documents, including a series of appendices to catalog initiatives generated from the SWA Research Project and follow-up conversations with the SWA Subcommittee and NCAA staff. The committee suggested that short-term goals should focus on the following findings from the study, which highlight a gap of perceived understanding about the SWA designation:

   a. Fifty percent of SWAs report understanding their role on campus;

   b. Ninety-two percent of athletics directors report understanding the SWA designation, and

   c. Forty-five percent of SWAs report having an AD who understands the SWA role on campus.

   The committee advised that long-term goals should be established after the membership’s awareness and understanding of the SWA designation has increased. The committee supported strategies for increasing awareness, such as infographics, Q&A documents and best practice documents for SWAs, ADs and commissioners.

11. **NCAA Woman of the Year Award.** The committee discussed a new Woman of the Year Selection Subcommittee of the joint CWA and MOIC. The subcommittee is responsible for reviewing conference Woman of the Year nominations, identifying the Top 30 – 10 from each division – and selecting three finalists from each division. The following CWA members agreed to serve on the subcommittee for the 2018 Woman of the Year Award: Karen Baebler; John Kietzmann; Donna Ledwin, and Sherika Montgomery (subcommittee chair). MOIC will select three members to serve on the subcommittee following the joint CWA and MOIC meeting.

   Staff invited subcommittee members to attend the Woman of the Year Award reception and dinner on Sunday, October 22, 2018, in Indianapolis.
12. Divisional Student-Athlete Advisory Committee updates.

a. Division I. The Division I Student-Athlete Advisory Committee continues discussions regarding the student-athlete experience, including the early recruiting process, camaraderie with teammates, using SAAC as a platform to enhance the student-athlete voice, the foreign tour experience and mental health initiatives. The Division I SAAC is also involved in discussions with the Transfer Working Group regarding proposed changes to legislation. Generally, student-athletes are excited about a potential deregulation of the transfer legislation, but acknowledged many coaches are apprehensive.

b. Division II. The Division II SAAC continues to focus on important issues and initiatives that impact student-athletes. The committee finalized goals for 2018 in the following areas: mental health awareness, CPR/AED certification, sexual assault prevention through the “Student-Athlete Day of Action,” Team IMPACT, Make-A-Wish and a new initiative created to encourage children to play multiple sports and have fun, called “Love2Play.” In addition to these goals, Division II SAAC will host its second SAAC Super Region Convention for South Region conferences and institutions April 12-14, 2019, in Champions Gate, Florida.

c. Division III. The Division III SAAC will have its April 15-16 in-person meeting in conjunction with the NCAA Inclusion Forum. During the meeting, the committee will identify goals and initiatives for the 2018-19 academic year.

13. Chair and vice chair selections. The committee held elections for chair and vice chair. Julie Cromer Peoples was elected as committee chair, and Denise Udelhofen was elected as committee vice chair. Both will assume their duties on September 1, 2018.

14. Other business. Chair Montgomery solicited feedback from the committee regarding the Division I Strategic Initiative Plan. The committee also was encouraged to complete an NCAA governance survey regarding members’ experience on the CWA. Montgomery also remarked that this was the last in-person meeting for the following three committee members: Diana Kling (absent), Heather MacCulloch, Sherika Montgomery and Nicole Sherwin. The committee thanked them for their service and wished them well in future endeavors.

15. Future meetings.

a. September 5-6, 2018, Indianapolis.

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

16. Adjournment. The meeting adjourned at 1 p.m. Friday, April 13, 2018.
Committee Chair: Sherika Montgomery, Winthrop University.
Staff Liaisons:
- Kristin Fasbender, Championships and Alliances
- Jan Gentry, Championships and Alliances
- Karen Metzger, Academic and Membership Affairs
- Amy Wilson, Office of Inclusion

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<th>Attendees:</th>
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<tr>
<td>Karen Baebler, University of Washington.</td>
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<td>Vincent Baldemor, Hawaii Pacific University.</td>
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<td>Gabby Cabanero, Dixie State University.</td>
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<td>Julie Cromer Peoples, University of Arkansas, Fayetteville.</td>
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<td>Jim Donovan, California State University, Fullerton.</td>
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<td>Samantha Kastner, Notre Dame of Maryland University.</td>
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<td>John Keitzmann, Metropolitan State University of Denver.</td>
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<td>Donna Ledwin, Allegheny Mountain Collegiate Conference.</td>
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<td>Heather MacCulloch, Baruch College.</td>
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<td>Sherika Montgomery, Winthrop University.</td>
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<td>Nicole Sherwin, Northern Arizona University.</td>
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<td>Denise Udelhofen, Loras College.</td>
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<td>Katherine Conway-Turner, Buffalo State, State University of New York.</td>
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<td>Josh Hess, Mount St. Joseph University.</td>
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<td>Marc Johnson, University of Nevada, Reno.</td>
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<td>Diana Kling, Peach Belt Conference.</td>
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<th>Guests in Attendance:</th>
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<td>Garry Abbott, USA Wrestling.</td>
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<td>Renee Baumgartner, National Collegiate Acrobatics and Tumbling Association.</td>
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<td>Rich Bender, USA Wrestling.</td>
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<td>Kyra Berry, USA Wrestling.</td>
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<td>Bill Boggs, USA Cheer.</td>
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<tr>
<td>Janell Cook, National Collegiate Acrobatics and Tumbling Association.</td>
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<td>Jim Giunta, National Collegiate Wrestling Association</td>
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<tr>
<td>Melinda Grier, National Collegiate Acrobatics and Tumbling Association.</td>
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<td>Lauri Harris, USA Cheer</td>
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<td>Terri Lakowski, Active Policy Solutions.</td>
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<td>Felicia Mulkey, National Collegiate Acrobatics and Tumbling Association.</td>
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<td>Sally Roberts, Wrestle Like a Girl</td>
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<td>Bill Seely, USA Cheer.</td>
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<td>Terry Steiner, USA Wrestling.</td>
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<td><strong>NCAA Staff Liaisons in Attendance:</strong></td>
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<tr>
<td>Kristin Fasbender, Jan Gentry, Karen Metzger and Amy Wilson.</td>
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<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
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<tr>
<td>Katrice Albert, Gail Dent, Andrea Farmer, Jean Merrill and Rachel Stark.</td>
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ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. Committee Chair Anthony Grant opened the meeting and welcomed all in attendance. Grant recognized Madison Arndt, William Bynum Jr. and Sharon Brummell as members of the committee who were rolling off, and acknowledged new members, Manuel Flores and Taunita Stephenson in their absence.

2. Committee chart of service. Staff reminded the committee of the assignments to various subcommittees and working groups. Grant advised the committee that regular meetings of the working groups would need to occur to advance the committee’s strategic priorities. Members of the Ethnic Minority and Women Enhancement Scholarship for Careers in Athletics selection committee gave an update about the scholarship and recommended more support be given to its review and promotion. The members suggested that the selection committee, which consists of members from both the NCAA Committee on Women’s Athletics and MOIC, act as a joint subcommittee tasked with discussing strategy around increasing applications and with regularly reporting progress updates to CWA and MOIC. Also, in response to a request from CWA, three volunteers from MOIC were added to the NCAA Woman of the Year selection committee.

3. Review of meeting reports. The committee approved the report of its February 6, 2018, teleconference. The report of the CWA February 23, 2018, teleconference was reviewed for informational purposes.

4. Discussion of current issues and impact on intercollegiate athletics. Committee members were invited to share their thoughts on current national, campus and conference matters related to the MOIC charge. The discussion touched upon challenges that campuses currently face surrounding uncertainty about the Deferred Action for Childhood Arrivals program, the experiences and well-being of undocumented and international student-athletes, especially in consideration of travel, and the increasing rate of reported overt acts of racism and intolerance around the country. Members suggested proactive education about these issues within athletics at all levels, including involvement by campus, conference and NCAA divisional Student-Athlete Advisory Committees.

5. Feedback on the Division I strategic areas of emphasis. In response to a letter from Kevin Lennon, NCAA vice president of Division I, the committee reviewed the NCAA Division I Board of Directors Strategic Areas of Emphasis 2018-2023 draft document. Feedback from the committee centered on a desire to see language and intention around diversity and inclusion embedded within each foundational goal. Staff agreed to work with the committee chair to send the committee’s comments to the Board of Directors.
6. Discussion of the committee’s strategic plan, initiatives and actions. The committee reviewed its strategic plan and discussed progress on specific initiatives prioritized for the current year.

a. Recommendation to create a diversity and inclusion designation in athletics departments. The committee continued its discussion about the proposal for an athletics diversity and inclusion designation. Jackie Campbell, NCAA managing director of law, policy and governance, shared a potential timeline for gathering feedback from relevant governing bodies, such as the Board of Governors appointed Committee to Promote Cultural Diversity and Equity, prior to MOIC’s formal recommendation for legislation on the matter. The committee reassessed the goal of the recommended designation and the decision to include conference offices within the proposal. The committee created a briefing document that includes questions and answers to clarify the intent of the designation (see Attachment).

Referencing the various efforts by the Association’s members to recognize and promote the value for inclusion amidst social-political challenge, the committee reiterated the need for an individual on campus and at conference offices who could champion for and inform about issues of diversity and inclusion impacting intercollegiate athletics. The committee expressed that the creation of this designation could promote accountability for schools and conferences that have signed the Presidential Pledge by ensuring that someone is reviewing and relating shared practices and opportunities that support the commitment detailed in the Presidential Pledge. When discussing the potential growth for an individual with the proposed designation, committee members suggested that at the minimum, the designee would ensure that diversity-related updates, research findings, data reports and information from the NCAA is disseminated appropriately. The growth of the designee’s role and impact could expand to the facilitation and leadership of programs and initiatives with additional competencies as deemed necessary by the school or conference office.

Immediate examples of actions the athletics diversity and inclusion designee could take include:

(1) Helping to increase the awareness of, and number of applications to, the Ethnic Minority and Women’s Enhancement Graduate Scholarship for Careers in Athletics by personally forwarding application information to current and former student-athletes;

(2) Receiving the “Optimization of the Senior Women Administrator Designation” report and sharing key findings with campus and department leaders;

(3) Reviewing and informing staff on data snapshots and reports about the diversity of student-athletes, coaches and administrators within the athletics department;
(4) Leading efforts to submit nominations for the NCAA/MOAA Award for Diversity and Inclusion; and

(5) Relaying information about current national issues and their potential local impact in support of proactive efforts surrounding areas of inclusion.

b. **Recommendation for materials to support student-athletes of color.** The committee discussed the experiences of student-athletes of color, especially those attending predominantly white institutions. While members agreed that administrators, coaches, and faculty should be educated about the unique support needs of student-athletes of color, the committee did not reach a consensus on the type of information that could be shared in a toolkit. Concerns also were expressed about being able to address the needs of every student demographic through the creation of guides or handbooks. The committee determined that it would like to impress the importance of care and concern for the unique needs of all student-athletes, especially in the current social-political environment, and to review additional research from the NCAA national studies on the student-athlete experience specific to issues of climate.

c. **Diversity social media campaign with the NCAA divisional SAACs.** The committee determined objectives for the social media campaign to spread awareness about the importance of diversity and inclusion within intercollegiate athletics. The committee approved the concept of a four-day campaign held during one calendar week, early in the 2018-19 school year. Each day of the campaign would focus on a different element of diversity and inclusion in intercollegiate athletics: 1) What diversity means to me, 2) Diversity facts and figures, 3) Debunking athletics-related stereotypes, and 4) Personal commitments to inclusive action. The working group was tasked with developing a proposal for MOIC to share with the SAACs, detailing a timeline, hashtags and sample language that student-athletes could share on their social networks.

d. **Champion of Diversity recognition.** Staff updated the committee on the pending release of the next recognition. The committee reviewed submitted nominations and voted unanimously to approve the selection of the next honoree. The Champion of Diversity subcommittee provided suggestions to increase awareness of the recognition and to streamline the nomination process. The subcommittee reminded MOIC of the panel dedicated to former Champion of Diversity honorees at the 2018 NCAA Inclusion Forum.

e. **Research related to diversity of coaches in intercollegiate athletics.** Nicole Hollomon, NCAA associate director of research, discussed the committee’s request for research about the career life-cycle of head coaches. Referred to as the “Coaching Carousel,” the committee previously requested that a study be commissioned on the impact of race, ethnicity and gender on the coaching opportunities and career paths of head coaches in intercollegiate athletics. Hollomon and the committee determined that the study would
center on the most media-visible and minority-represented sports of football, men’s and women’s basketball, and women’s volleyball for the initial report. Hollomon also previewed a visual data tool that staff is developing for the dissemination and display of demographic data. The committee strongly supported the use of the software and recommended its immediate implementation.

7. Updates from NCAA national office staff.

a. Office of inclusion. Katrice Albert, NCAA executive vice president for inclusion and human resources greeted the committee and thanked them for their continued service to the Association. Albert provided an overview of the inclusion and human resources strategic priorities under her leadership: 1) Perpetuate inclusive excellence; 2) Build and enhance a high performing organization; 3) Drive operational excellence; 4) Future-proof the NCAA and the profession; 5) Execute liberation external engagement, and 6) Become a national voice in the work.

Staff reminded the committee of the 2018 Inclusion Forum occurring April 14 through 16, and highlighted several sessions of interest, as they related to past recommendations from MOIC.

b. Leadership development. Curtis Hollomon, NCAA director of leadership development, shared information about the programs supporting the “Future-proof the NCAA and profession” strategic priority. Focusing on values, personal philosophies, skill enhancement and experiential learning, the department’s programs are targeted to multiple levels of the intercollegiate athletics pipeline: current and former student-athletes, coaches, and entry- to senior-level administrators. Hollomon discussed the benchmarks and process for evaluation for the programs, and shared testimonial statements from past participants. As MOIC was the group that initially proposed the creation of the Dr. Charlie Whitcomb Leadership Institute, the committee expressed continued support for and interest in the success of the program.

Committee Chair: G. Anthony Grant, Metropolitan State University of Denver
Staff Liaisons: Sonja Robinson, Inclusion
Sahar Abdur-Rashid, Championships and Alliances
Derrick Crawford, Enforcement
### NCAA Minority Opportunities and Interests Committee
April 12-13, 2018, Meeting

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<th>Attendees:</th>
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<tr>
<td>Madison Arndt, Manhattan College.</td>
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<td>Malek Barber, Palm Beach Atlantic University.</td>
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<td>Sharon Brummell, Georgetown University.</td>
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<td>Gerard Bryant, John Jay College of Criminal Justice.</td>
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<td>Dena Freeman-Patton, California State University, Bakersfield.</td>
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<td>Christopher Graham, Rocky Mountain Athletic Conference.</td>
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<td>G. Anthony Grant, Metropolitan State University of Denver.</td>
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<td>Ashley Hodges, Southern Vermont College.</td>
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<td>William Bynum, Jackson State University.</td>
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<td>Soraya Coley, California State Polytechnic University, Pomona.</td>
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<td>Manuel Flores, Texas A&amp;M University, Kingsville.</td>
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<td>Cedrick Fry, Carthage College.</td>
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<td>Jerome Rodgers, Northern Illinois University.</td>
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<td>Taunita Stephenson, Lander University.</td>
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<td>William Tsutsui, Hendrix College.</td>
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<td>David Williams, Vanderbilt University.</td>
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<th>NCAA Staff Liaisons in Attendance:</th>
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<tr>
<td>Sahar Abdur-Rashid and Sonja Robinson.</td>
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<th>Other NCAA Staff Members in Attendance:</th>
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<tr>
<td>Katrice Albert, Jackie Campbell, Gail Dent and Amy Wimmer-Schwarb.</td>
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The Minority Opportunities and Interests Committee plans to request that the governance bodies for Divisions I, II and III consider legislation that will mandate the designation of a named contact for diversity and inclusion for each athletics department and conference office. This briefing document provides the context and clarifying information for this request. The MOIC welcomes additional questions, comments and suggestions in preparation for its September 2018 meeting, during which it will take a vote on whether to move forward with a recommendation for legislation.

**Context/Purpose:**

- The MOIC applauds the membership’s support of the NCAA Board of Governor’s Presidential Pledge and Commitment to Diversity and Equity and proposes that the identification and designation of a primary contact for diversity and inclusion as a visible and practical act of the Presidential Pledge. The designation symbolically and practically represents the department’s recognition of diversity and inclusion as a value and enhances organizational efficiency by providing a central contact for information, resources and collaboration.

- Noting that the responsibilities of coordination and programming for diversity and inclusion related issues tend to already be assigned to personnel within the institution, this recommendation seeks to create a network of colleagues and to create a conduit for consistent and thorough dissemination of information between conference offices, campus, the athletics department and the NCAA.

**Questions & Answers:**

1. What is the “Athletics Diversity and Inclusion Designation?”
   - The ADID would be a designation appointed by the chancellor/president or commissioner. In matters related to diversity and inclusion within the athletics departments of member campuses, the ADID should, at the minimum, have dotted reporting lines to the chancellor/president (or their proxy), the athletics director and the campus office of diversity/inclusion (if the designee is outside of this office). At the conference level, the ADID should, at the minimum, have a dotted reporting line to the commissioner. The designation accompanies the responsibility of serving as the department’s/office’s conduit for information related to national, local and campus-level issues of diversity and inclusion; and supporting the department’s/office’s promoter of diverse and inclusive practices related to athletics. For example:

   a) (At the local level) The ADID could share regular data reports reflecting the representation of minorities and women in the athletics department and campus at-large.
b) (From a national perspective) The ADID could receive extensive information about the recent “Optimizing the SWA” report and share relevant strategies with campus officials.

2. Who can serve as the ADID?
   - As appointed by the chancellor/president or commissioner, each campus or conference office is free to determine which staff member will assume this designation.

3. What qualifications must the individual have to be named the ADID?
   - The ADID must be an employee of the institution or conference office.
   - Other suggested qualifications are that the individual:
     a) Have access to student-athletes, coaches, and athletics administrators;
     b) Have regular meetings and/or regular correspondence with the director of athletics or members of senior staff within the department of athletics; and
     c) Is cleared to receive reports related to institutional demographics and diversity and inclusion metrics.

4. Would this designation require a new staff member?
   - No, the role of the designee can be an added responsibility to an existing position, similar to a staff member acting as a liaison to a committee.

5. Will the institution/conference office be required to report who the ADID is to the NCAA?
   - Yes, the contact information for the ADID will be submitted annually through the NCAA Sport Sponsorship and Demographic Form.

6. What would be the responsibilities associated with the role of the ADID?
   - This individual would be the main contact for information related to initiatives, programming and resources from the NCAA, specifically from diversity-related committees and the office of inclusion. The expectation would be for the ADID to receive and disseminate the information, sharing it with those who need to have it. For example, if the information is related to postgraduate scholarship opportunities, the ADID would ensure it is shared with student-athletes; whereas, if the information is related to national trends and upcoming issues, the ADID would ensure that the director of athletics and other senior athletics administrators are informed. At the direction of the campus/conference office leadership, the ADID could participate in training and development to increase and enhance competencies associated with leading and facilitating inclusion initiatives.

7. Is there a requirement for the ADID to attend NCAA programming or receive training specific to the designation?
• Although there is no requirement for the ADID to attend programming, the MOIC recommends that the ADID participate in diversity and inclusion programming where possible to be an informed and educated advocate of diversity and inclusion.

8. Would the conference office also need to submit a named designee?
• Yes. MOIC recommends that an individual from the conference office also be included as a designee to receive diversity and inclusion related information, both in support of conference level efforts, and to ensure that the conference office is aware of information shared with their member institutions.

9. Is there a financial/resource impact on the institution with this designation?
• No. The naming of the ADID does not require any financial outlay. It is left to the institution’s discretion if additional infrastructure is created around the role, or if other related duties are assigned at the local level.

10. My institution does not have a diversity statement or a strong position about diversity and inclusion—how will that impact this designation?
• The naming of the ADID will not be impacted by the strength of campus-wide diversity statements. The optional participation in educational programming could positively benefit the individual’s ability to support campus initiatives.

11. There are state regulations that may impact this designation (limitations on hiring practices, etc.)—How will that impact this role?
• Since the designation does not require any additional hires, state regulations should not have an impact on the assignment of related responsibilities. Institutions are encouraged to consult their general counsel and human resources departments to ensure compliance with all necessary regulations.

Next Steps:
After receiving feedback and comments from the divisional governance groups, MOIC could recommend legislation to mandate the designation of the Athletics Diversity and Inclusion Designation for Association-wide implementation. Upon approval, the designation would be added to the NCAA Sports Sponsorship and Demographic Reporting form, and informational digests could commence shortly thereafter.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. The meeting was called to order at 10:45 a.m. by Anthony Grant, chair of the NCAA Minority Opportunities and Interests Committee, and Sherika Montgomery, chair of the NCAA Committee on Women’s Athletics. The chairs welcomed both committees and asked all members and staff to introduce themselves.

2. Report of the September 17, 2017, meeting. The committees reviewed and approved the meeting report.

3. Executive Vice-President of Inclusion and Human Resources update. Katrice Albert shared the following strategic priorities for IHR: (1) Perpetuate inclusive excellence; (2) Build and enhance a high performing organization; (3) Drive operational excellence; (4) Future-proof the NCAA and the profession; (5) Execute liberation external engagement, and (6) Become a national voice in the work. Albert also invited members of both committees to be thought partners in operationalizing and assessing those priorities. The committees discussed the NCAA Presidential Pledge and underscored the importance of presidents’ and chancellors’ commitments and actions to promote diversity and gender equity in intercollegiate athletics. Committee members noted that budget limitations, particularly in Divisions II and III, often create challenges for recruiting and retaining racial and ethnic minorities and women in coaching and athletics administration.

4. Committee on Women’s Athletics meeting update. Montgomery provided the committee with a summary of the CWA meeting:

   a. NCAA Emerging Sports for Women. CWA received and reviewed NCAA Emerging Sports for Women Program proposals from acrobatics and tumbling, STUNT and wrestling. Although the committee did not recommend any of the sports be accepted into the Emerging Sports for Women Program, the leaders of each sport participated in individual videoconferences with CWA to discuss proposal strengths and opportunities for enhancement. The sport leaders provided constructive feedback to the committee regarding the Emerging Sports for Women Process Guide and asked specific questions about next steps in their engagement with CWA.

   b. NCAA Emerging Sports for Women Process Guide. The committee discussed the NCAA Emerging Sports for Women Program Process Guide, noting the guide was used for the first time in 2017-18 to review proposals for the emerging sport list. The committee
discussed revisions to the guide and plans to post a revised edition of the guide on the NCAA inclusion webpage by August 1, 2018.

c. **Optimization of the Senior Woman Administrator Designation Report.** CWA endorsed the communications plan that will support the SWA report. NCAA office of inclusion staff will begin implementing the plan in summer 2018.

d. **NCAA Woman of the Year Selection Subcommittee.** CWA selected four of its members to serve on the joint CWA and MOIC Woman of the Year Selection Subcommittee.

e. **Student-Athlete Advisory Committee updates.** SAAC representatives from each division provided updates to CWA.

5. **Minority Opportunities and Interests Committee updates.** Grant provided the committee with a summary of the MOIC meeting. Updates focused on three specific priorities:

   a. **Diversity and inclusion administrative contact.** MOIC is working on a legislative recommendation to designate a diversity and inclusion administrative contact in athletics departments and conferences.

   b. **Institutional and conference resource guide.** MOIC intends to develop an institutional and conference resource guide to support student-athletes of color.

   c. **Student-Athlete Advisory Committees.** MOIC discussed increased engagement and partnership with SAACs across each division.

   d. **NCAA Woman of the Year Selection Subcommittee.** MOIC supports the establishment of a joint CWA and MOIC Woman of the Year Selection Subcommittee and will select its members following the joint meeting.

6. **Programming, grants and scholarship opportunities.** NCAA staff updated the committees on the Ethnic Minority and Women’s Enhancement Graduate Scholarship as well as other NCAA programs, grants and scholarship opportunities for member institutions, conferences and students. Annually, the NCAA awards up to $2.6 million in scholarships and grants for students to pursue a graduate degree or complete an undergraduate degree after exhausting eligibility for athletically-related financial aid. However, there currently are not enough applicants seeking those awards. The committees discussed ways to increase the number of applicants, including explicitly clarifying that students (not just student-athletes) may apply for scholarships and grants. Additionally, the committees suggested that sports management/administration programs and other academic departments may serve as conduits to reach potential applicants who are not student-athletes.
7. Subcommittee reports.

a. **Student-athletes with disabilities.** The subcommittee requested clarification of its charge and asked that staff provide strategy, guidance and information to drive its discussions, actions and initiatives. The subcommittee suggested developing resources for student-athletes with disabilities using a similar model as resources developed to support transgender student-athletes. Resources could address topics such as the use of inclusive language, the removal of stigma and information about accessibility and accommodations in intercollegiate athletics.

b. **LGBTQ.** The subcommittee acquired additional information about the NCAA Common Ground initiative and the Division III LGBTQ Working Group initiatives. The subcommittee reviewed the second edition of the NCAA Inclusion of Transgender Student-Athletes Participation Guide and provided feedback to staff. The subcommittee began to review a resource on effectively managing student-athletes’ intra-team relationships and will continue to give feedback on this project.

c. **Women of color.** The subcommittee continues to strategize ways to support and impact women of color since it commissioned the NCAA Perceived Barriers for Ethnic Minority Females in Collegiate Athletic Careers study in 2013. The subcommittee engaged in small focus groups with women of color before and after the completion of the study and facilitated conversations around support mechanisms to help alleviate and mitigate the perceived barriers these women experience. The subcommittee also recommended that historical documents and reports be kept in a collaboration zone that all members can access. Considering the feedback received from women of color through the survey, focus groups and first-person accounts, the subcommittee suggested the following recommendations for moving the needle in representation and support of women of color in intercollegiate athletics administration:

1. Provide presidents with data reports highlighting trends impacting women of color with the creation and sharing of one-page reports that show a graphic snapshot of demographic percentages in the past and present;
2. Create more networking opportunities for women of color to meet and interact with search firm representatives and majority advocates in a manner that goes beyond surface level introductions; and
3. Create cross-cultural mentoring education that equips both mentors and mentees with the skills and realistic expectations of the relationship.

8. **Review Sexual Violence Policy Attestation Form process.** NCAA staff reminded the committees of the May 15, 2018, deadline for institutions to complete and submit the Sexual Violence Policy Attestation Form to the NCAA via Program Hub.
9. **Discuss athletics diversity and inclusion contact.** NCAA staff updated the committees on the MOIC’s plan to recommend to the governance bodies of Divisions I, II and III a proposal for the 2019–20 legislative cycle that would mandate the designation of a named contact for diversity and inclusion for each athletics department and conference office. The committees noted that the concept could serve as an accountability measure for institutions whose presidents/chancellors sign the Presidential Pledge and suggested that the contact be a designee of an institution’s president/chancellor. The committees also underscored that the designee should serve not only as a point-of-contact for an institution or conference but should also serve as a champion for diversity and inclusion matters within an athletics department or conference and across campus. Lastly, the committees suggested the possibility of designating more than one individual per institution or conference as a point-of-contact to avoid staff burden.

10. **Discuss equity, diversity and inclusion app/NCAA Institutional Performance Program “cousin.”** NCAA staff updated the committees on the concept of an equity, diversity and inclusion app to support NCAA institutions’ equity, diversity and inclusion reviews. The Presidential Pledge that majority of NCAA institutions have signed calls for regular equity, diversity, and inclusion reviews. Staff noted an IPP “cousin” app might complement the existing, and largely quantitative, IPP and could be a useful and practical way to reach presidents/chancellors and athletics department leadership to accelerate a sense of institutional responsibility for equity, diversity and inclusion on their campuses. NCAA staff explained that this concept is in early stages of development and that more information would be shared at subsequent committee meetings.

11. **Future meetings.**
   
   a. September 5-6, 2018, Indianapolis.
   
   b. April 24-25, 2019, Atlanta (in conjunction with the 2019 NCAA Inclusion Forum).

12. **Adjournment.** The committees concluded their business and adjourned at 12:35 p.m.

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

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

*Staff Liaisons (MOIC):* Sonja Robinson, office of inclusion  
Sahar Abdur-Rashid, championships and alliances  
Derrick Crawford, enforcement
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<td>Gabby Cabanero, Dixie State University.</td>
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<td>Julie Cromer Peoples, University of Arkansas, Fayetteville.</td>
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<td>Jim Donovan, California State University, Fullerton.</td>
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<td>Hannah Hinton, Mountain East Conference.</td>
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<td>Ashley Hodges, New England College.</td>
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<td>Marc Johnson, University of Nevada, Reno</td>
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<td>Samantha Kastner, Notre Dame of Maryland University.</td>
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<td>John Kietzmann, Metropolitan State University of Denver.</td>
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<td>Donna Ledwin, Allegheny Mountain Collegiate Conference.</td>
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<td>Heather MacCulloch, Baruch College.</td>
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<td>Sherika Montgomery, Winthrop University.</td>
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<td>Nicole Sherwin, Northern Arizona University.</td>
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<td>Denise Udelhofen, Loras College.</td>
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<tr>
<td>Anne Blackhurst, Minnesota State University, Moorhead.</td>
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<td>William Burnett Bynum, Jr., Jackson State University.</td>
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<td>Soraya Coley, California State Polytechnic University, Pomona.</td>
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<td>Katherine Conway-Turner, Buffalo State, State University of New York.</td>
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<td>Josh Hess, Mount St. Joseph University.</td>
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David Williams, Vanderbilt University.

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<td>Sahar Abdur-Rashid, Jan Gentry, Karen Metzger, Sonja Robinson and Amy Wilson.</td>
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<td>Katrice Albert, Jean Merrill and Lori Williams.</td>
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ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Welcome and announcements.** The chair welcomed those on the call and thanked everyone for their time.

2. **Review of the PROP February 21, 2018, teleconference report.** The panel reviewed and approved the February 21 teleconference report.

3. **NCAA Football Rules Committee annual meeting report, April 9 teleconference report and comment period report.** The panel approved the 11 rules proposals submitted by the Football Rules Committee. These changes included:

   - On free kicks, a successful fair catch by the receiving team inside of the 25-yard line will result in a touchback and the ball will be put in play at the 25-yard line;
   - After touchdowns and kickoffs, a 40-second play clock will be used in an effort to continue to keep the game moving;
   - A reorganization of blocking below the waist rules to simplify legal blocks around the line of scrimmage and prohibit low blocks more than five yards past the line of scrimmage;
   - Making the leaping rules with regard to defensive players consistent in all areas of the rules book;
   - Requiring a 10-second runoff during either half when an instant replay review reverses a ruling and the correct ruling would not have stopped the game clock, and
   - Approving, as a permissive rule, a collaborative instant replay process to be utilized by conferences, as long all other instant replay rules are followed.

Additionally, it was noted that the Football Rules Committee, in conjunction with the NCAA Division I Football Oversight Competition Committee, created a subcommittee to review all game uniform designs in advance of the 2018 season. The subcommittee will request that all Division I institutions provide artwork for review in an effort to centralize these reviews and assist conferences and manufacturers in complying with the playing rules. Special event uniforms may also use this process and any waivers would be provided by the secretary-rules editor, if needed.

Finally, it was noted that one other proposal was distributed for comment by the committee regarding sideline communication. This rules proposal is being made at the request of the
NCAA Division I Football Oversight Committee and will be considered on the April 25 teleconference.

4. **Adjournment.** The teleconference was adjourned at 11:21 a.m.

**Committee Chair:** Jeff Hurd, Western Athletic Conference

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

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**Attendees:**
- Jennifer Heppel, Patriot League.
- Jeff Hurd, Western Athletic Conference.
- Julie Johnson, Ripon College.
- Dave Roach, Fordham University.
- Chris Schneider, Big East Conference.
- Larry Scott, Pac-12 Conference.
- Ronda Seagraves, Concordia University Texas.
- Angie Torain, University of Notre Dame.
- Kevin White, Truman State University.
- Gary Williams, Wittenberg University.

**Absentees:**
- Pat Britz, South Atlantic Conference.
- Matt Wilson, Gulf South Conference.

**NCAA Staff Support in Attendance:**
- Dan Calandro, Ashlee Follis, Ty Halpin, Rachel Seewald and Andy Supergan.

**Other NCAA Staff Members in Attendance:**
- Randy L. Buhr and Greg Johnson.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Welcome and announcements.** The chair welcomed those on the call and thanked everyone for their time.

2. **Review of the PROP April 13, 2018, teleconference report.** The panel reviewed and approved the April 13 teleconference report.

3. **NCAA Men’s and Women’s Soccer Committee annual meeting report, April 17 teleconference report and comment period report.** The rules committee informed the panel that it tabled two proposals and they were pulled from consideration. The panel approved the other 16 rules proposals submitted by the Men’s and Women’s Soccer Rules Committee with a clarification of one of the proposals. The changes that were approved included:
   - Allowing certain approved markings on the field provided they do not obscure any of the required field markings and are not in the penalty area;
   - Adding to the referee’s pregame duties to confirm with host game management if video review equipment is available (if available, video review will be used);
   - Allowing bands to play and musical instruments/artificial noisemakers to be used at anytime during the game; and
   - Extending the period of suspension for head coaches when they, or their players, assistant coaches or other bench personnel, participate in a game while suspended.

4. **NCAA Division III Commissioners Association email, Resolution on Instant Replay and instant and video replay guidelines summary.** The panel reviewed a Resolution on Instant Replay submitted by the NCAA DIII Commissioners Association.

5. **NCAA Football Rules Committee.** The Football Rules Committee advised the panel that it had opted to delay forwarding a recommendation regarding headset/communication limitations on the sideline to allow more time to gather feedback from Division I directors of athletics. A separate teleconference will be scheduled in mid-May to review this matter.

6. **Adjournment.** The teleconference was adjourned at 11:55 a.m.

*Committee Chair: Jeff Hurd, Western Athletic Conference*

*Staff Liaisons: Ben Brownlee, Championships and Alliances, Playing Rules and Officiating Dan Calandro, Championships and Alliances, Playing Rules and Officiating*
### Attendees:

- Pat Britz, South Atlantic Conference.
- Jeff Hurd, Western Athletic Conference.
- Julie Johnson, Ripon College.
- Chris Schneider, Big East Conference.
- Ronda Seagraves, Concordia University Texas.
- Angie Torain, University of Notre Dame.
- Kevin White, Truman State University.
- Matt Wilson, Gulf South Conference.

### Absentees:

- Dave Roach, Fordham University.
- Larry Scott, Pac-12 Conference.
- Gary Williams, Wittenberg University.

### NCAA Staff Support in Attendance:

- Dan Calandro, Ashlee Follis, Rachel Seewald and Andy Supergan.

### Other NCAA Staff Members in Attendance:

- Randy L. Buhr and Greg Johnson.
ACTION ITEMS.

1. Legislative Items.

   - Noncontroversial Legislation - NCAA Bylaw 21.2.9.1 – Committees – Association-Wide Committees – General Committees – Walter Byers Scholarship Committee – Composition - Student-Athlete Representation.

      1. Recommendation. Adopt noncontroversial legislation to amend NCAA Bylaw 21.2.9.1 (composition) to specify that the committee shall consist of seven members, one position allocated for a man, one position allocated for a woman, one position allocated for a former student-athlete and four unallocated members.

      2. Effective date. Immediate.

      3. Rationale. The recommendation supports the Association’s desire to increase student-athlete engagement and voice within the governance structure, and the committee’s interest in having a student-athlete perspective in the selection of scholarship recipients.

      4. Estimated budget impact. $1,400 increase to committee budget.

      5. Student-athlete impact. This legislation will provide an opportunity for student-athletes to offer a different perspective in committee deliberations as it selects scholarship recipients.

2. Nonlegislative items.

   - None.

INFORMATIONAL ITEMS.

1. Opening Remarks. Committee Chair Christopher Woodard welcomed the committee and reviewed the process for conducting telephone interviews with the Jim McKay Scholarship finalists.

2. Review and approve committee policies. The committee reviewed its policies and made a recommendation to add a former student-athlete to the committee. The former student-athlete could either be a former recipient or a former member of one of the NCAA divisional Student-Athlete Advisory Committee. Adding a former student-athlete to the committee would provide an additional perspective and remove the issue of a tie vote.

3. Scholarship update. The committee was informed of the increase to the four finalist awards from $7,500 to $10,000 for the 2018-19 academic year.
4. **Reporting requirements.** The committee made changes to the scholarship survey, to be conducted annually by current and former recipients of the scholarship. One of the changes was to remove the word survey and present it more as a progress report to ensure the receipt of an optimal number of responses.

5. **Soren Fryhom request.** The 2016-17 recipient petitioned the committee to allow the Jim McKay scholarship to apply towards an anthropology degree. The committee noted that an anthropology degree is outside the parameters of the sports broadcasting/journalism requirement and denied the request.

6. **Interview of Jim McKay Scholarship Finalist.** The committee interviewed four finalists via telephone before selecting one male and one female recipient. The committee selected Kylee Smith, Belmont University and Soren Dahl, North Carolina State University as the 2017-18 Jim McKay Scholarship award recipients.

7. **Interview of Walter Byers Scholarship Finalists and Selection of Scholars.** Committee members attended a dinner with three female and two male finalists for the 2017-18 Walter Byers Scholarship. The committee interviewed six scholarship finalists and made the following selection: Jennifer Carmichael, University of Oklahoma, track and field and Michael Seward, Harvard University, men’s ice hockey as the 2017-18 Walter Byers Scholarship award recipients.

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**Committee Chair:** Christopher Woodard, Colorado State University  
**Staff Liaisons:** Lori Thomas, Administrative Services, Accounting

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| NCAA Walter Byers Scholarship  
| April 29-30, 2018, Meeting |
|---|---|
| **Attendees:** |  
| Gail Barksdale, Sonoma State University.  
| Paul Leidig, Grand Valley State University.  
| Nicole McKinney, Purdue University.  
| Steve Moniaci, Houston Baptist University.  
| Christopher Woodard, Colorado State University. |
| **Absentees:** | None. |
| **Guests in Attendance:** | None. |
| **NCAA Staff Support in Attendance:** | Lori Thomas |
| **Other NCAA Staff Members in Attendance:** | None. |
DIVISION II MANAGEMENT COUNCIL
VICE-CHAIR ELECTION

The term of office of Eric Schoh as vice chair of the Management Council will come to a close August 31, 2018. Eric’s term on the Management Council, however, will continue until January 2020.

The duties of the Management Council vice-chair are listed below:

1. Take the chair's place and perform the chair's duties if the chair is absent or incapacitated;

2. Serve as a member of the Division II Administrative Committee *(monthly teleconferences)*;

3. Serve as a member of the Division II Planning and Finance Committee *(two in-person meetings)*; and

4. Serve as an ex officio, nonvoting member of the Division II Championships Committee and all Division II sports committees *(three in-person meetings)*.

Note that the vice-chair of the Council shall serve a term of office not to exceed two years and will not be eligible for immediate reelection to that position. In addition, a member must serve a minimum of one year on the Council before serving as vice-chair.

Chris Graham has been nominated to serve as vice chair of the Council.
VICE CHAIR ELECTION BALLOT

☐ Chris Graham

☐

☐

☐

☐

☐
Management Council Chair Duties

Listed below are the duties and responsibilities of the Division II Management Council chair:

1. Preside at Management Council meetings;
2. Serve as ex officio, nonvoting member of the Board of Governors;
3. Serve as a member of the Division II Administrative Committee;
4. Report to the Division II membership at the annual Convention the activities of the Management Council and Division II committees;
5. Serve as an ex officio, nonvoting member of any Division II committee or project team that reports to the Division II Management Council; and
6. Serve as an ex officio, nonvoting member of the Division II Planning and Finance Committee.

Pennie Parker's term as chair of the Management Council will end at the conclusion of the Division II business session at the 2019 NCAA Convention, at the same time her term on the Management Council expires.

If you have an interest in serving as chair for 2019, please contact Maritza Jones or Pennie Parker not later than September 28, 2018.
### Committees/Project Teams

**Management Council Representative (Mentor)**

<table>
<thead>
<tr>
<th>Management Council Representative (Mentor)</th>
<th>Committees/Project Teams</th>
</tr>
</thead>
</table>
| Michael Cerino *(Laura Liesman)* | Division II Championships Committee  
NCAA Research Committee  
Division II Management Council Subcommittee |
| Jessica Chapin | NCAA Olympic Sports Liaison Committee  
Division II Legislation Committee |
| Teresa Clark *(Paul Leidig)* | Division II Student-Athlete Reinstatement Committee  
Division II Management Council Identity Subcommittee |
| J. Lin Dawson *(Stan Williamson)* | NCAA Committee on Sportsmanship and Ethical Conduct  
Division II Infractions Appeals Committee |
| Josh Doody | Division II Committee for Legislative Relief  
Division II Convention Planning Project Team  
Division II Management Council Identity Subcommittee  
NCAA Postgraduate Scholarship Committee |
| Bob Dranoff *(Steve Murray)* | Division II Planning and Finance Committee  
Division II Management Council Subcommittee |
| Amy Foster *(Cherrie Wilmoth)* | Division II Degree-Completion Awards Committee  
Division II Management Council Identity Subcommittee  
Division II Management Council Subcommittee |
| Chris Graham | Division II Convention Planning Project Team *(chair)*  
Division II Management Council Identity Subcommittee  
Division II Management Council Liaison to the Division II Conference Commissioners Association (CCA)  
NCAA Minority Opportunities and Interests Committee |
| Lynn Griffin | Division II Convention Planning Project Team  
Division II Nominating Committee  
Division II Management Council Subcommittee |
| Hannah Hinton *(Kim Duyst)* | NCAA Committee on Women’s Athletics  
Division II Management Council Subcommittee |
| Felicia Johnson | Division II Academic Requirements Committee  
Division II Management Council Liaison to National Association for Athletics Compliance (NAAC) |
| Jim Johnson *(Eric Schoh)* | NCAA Honors Committee  
Division II Committee on Infractions  
**Division II Management Council Liaison to Division II Athletics Directors Association (ADA)** |
| Paul Leidig | NCAA Walter Byers Scholarship Committee  
Division II Academic Requirements Committee  
Division II Management Council Subcommittee *(Chair)* |
| Laura Liesman | Division II Convention Planning Project Team  
Division II Student-Athlete Advisory Committee |
| Courtney Lovely *(Kim Vinson)* | Division II Convention Planning Project Team  
Division II Management Council Identity Subcommittee  
Division II Membership Committee |
<table>
<thead>
<tr>
<th>Management Council Representative (Mentor)</th>
<th>Committees/Project Teams</th>
</tr>
</thead>
</table>
| Steve Murray                               | NCAA Committee on Competitive Safeguards and Medical Aspects of Sports  
Division II Management Council Identity Subcommittee  
Division II Management Council Liaison to CoSIDA |
| Ismael Pagan-Trinidad                      | Division II Management Council Identity Subcommittee  
Division II Management Council Subcommittee |
| Pennie Parker, chair                       | NCAA Board of Governors (ex officio)  
Division II Administrative Committee  
Division II Management Council Identity Subcommittee (ex officio)  
Division II Planning and Finance Committee (ex officio) |
| Lindsay Reeves                             | Division II Convention Planning Project Team  
Division II Management Council Identity Subcommittee (chair)  
Division II Student-Athlete Advisory Committee  
Management Council Liaison to Women Leaders in College Sports |
| Julie Rochester, (Lynn Griffin)            | Division II Planning and Finance Committee  
Division II Management Council Liaison to the Faculty Athletics Representatives Association (FARA) |
| Jim Sarra (Griz Zimmermann)                | Division II Membership Committee  
Division II Management Council Liaison to the Minority Opportunities Athletics Administrators Association (MOAA) |
| Eric Schoh, vice chair                     | Division II Administrative Committee  
Division II Championships Committee (ex officio)  
Division II Management Council/Championships Committee Appeals Subcommittee  
Division II Planning and Finance Committee |
| Kim Vinson                                 | Division II Championships Committee  
Division II Management Council Subcommittee (Chair) |
| Stan Williamson                            | Division II Management Council/Championships Committee Appeals Subcommittee  
Division II Management Council Identity Subcommittee  
Division II Management Council Subcommittee (Chair) |
| Cherrie Wilmoth                            | Division II Finder of Fact Group  
Division II Legislation Committee |
| Griz Zimmermann                            | Division II Management Council Identity Subcommittee  
Division II Nominating Committee |

Management Council Subcommittee chairs:  
Membership Committee Appeals: Stan Williamson  
Amateurism Certification Finder of Fact Group: Kim Vinson  
Championships Committee Appeals: Paul Leidig

Vacancies:  
**Division II Convention Planning Project Team**
Feedback Needed on Men’s Basketball Commission Implementation Concepts

The eight working groups formed after the release of the Commission on College Basketball report have finalized draft concepts for each of the commission's core recommendations. The NCAA Board of Governors and Division I Board of Directors endorsed the report April 25 and directed the working groups to determine solutions for each of the recommendations. Your feedback on the draft concepts is requested. The feedback will be used to enhance the concepts between now and action anticipated in August.

From the perspective of these two boards and the NCAA, no action is not an option. Here’s what comes next:

Provide your feedback. To collect input in an orderly and efficient way, Division II conference commissioners and Division II Management Council representatives are responsible for submitting their colleagues’ feedback. Management Council members are encouraged to work with their conference commissioners to determine the best way to gather input on the recommendations and share the feedback during the July 16-17 Division II Management Council meeting.

Follow the instructions. Division II members can submit feedback to their conference commissioner and their Management Council representative using the feedback template. The conference commissioner and Management Council member will combine all the information received to be shared during the July 16-17 Division II Management Council meeting.

Division II Focus. Although there are eight topical groups, we are especially interested in Division II feedback related to Association-wide, Enforcement/Infractions/Infractions Appeals and Nonscholastic Basketball, as those are the three areas which could directly impact Division II.

Except for those from the Enforcement/Infractions/Infractions Appeals Working Group and the Association-Wide Working Group, the recommendations are specific to Division I men's basketball. However, the working groups acknowledge that some recommendations could be applicable to other sports and other divisions. In those cases, proposals could be considered through the established governance structure after the Division I Board of Directors takes action Aug. 8 on the Commission on College Basketball recommendations.

Focus your feedback. Feedback should be focused on enhancing the concepts and asking clarifying questions of the topical working groups. Conferences need not reach a consensus on the concepts at this time. Instead, Management Council members should identify major themes and questions generated by their conference members.
Research the recommendations. Additional information about each of the recommendations is available at these links:

- Agents and Advisors.
- Apparel.
- Association-Wide.
- Student-Support/Degree Completion.
- Enforcement/Infractions/Infractions Appeals.
- National Basketball Association.
- Nonscholastic Basketball.
- Recommendations from the National Association of Basketball Coaches.
- Summary of cost estimates.

Polishes and enhancements can come later. This is a significant effort being conducted on a truncated timeline. The governance structure understands that recommendations might not be perfect and are committed to evaluating the outcomes and impacts of commission-related actions. There will be an opportunity to polish and improve these changes to ensure each is achieving its intended result.

Division II Next Steps. The Division II Presidents Council must sponsor legislation by September 1 for it to be before the Division II membership at the next annual Convention. The Presidents Council is scheduled to gather via teleconference following the Division I Board of Directors and Board of Governors meetings in August to review the actions taken and determine what (if any) legislative changes need to be sponsored by Division II for the January 2019 Convention.

Questions? Questions should be directed to d1news@ncaa.org. The Committed to Change webpage on ncaa.org also remains available as a source of information.
**Nonscholastic Basketball**

**Members:** Guerrero (chair), Capriotti, Haney, Howard, Knight, MacLeod, Martelli, Rogers, Self, Smith, Strawley and Thomas.

**Staff Leads:** Duncan and Gavitt.

### Event Certification

- **Reform Nonscholastic Basketball and make its Finances Transparent.** NCAA should enforce rigorous certification criteria for nonscholastic basketball events that coaches attend. Events should be subject to financial disclosure, an audit of all financial relationships and payments, IRS, and other tax filings. Events must also have educational components. (3A)

### Youth Basketball Programs

- **In Cooperation with Partners, Establish NCAA Youth Basketball Programs.** With a goal of 2019, we recommend that the NCAA work with USA Basketball, the NBA and the NBPA and others to establish and administer new youth basketball programs. (3C)

### Recruiting/Coaches Interaction

- **Enact Changes in Rules Governing Recruiting and Coaches’ Interaction with Recruits and Student-Athletes.** Reduce the influence of third parties and increase the ability of college coaches to interact with recruits and current players. (3D)

*Legislative action by DI Board August 2018 with implementation for events after 9/1/2018.*

*Vote to approve plan in August 2018.*

*Legislative action by DI Board August 2018.*

*Crossover with Financial Transparency under review by Apparel Companies topical group.*
National Basketball Association

Members: Ackerman (chair), Brazeau, Hathaway, Leibovitz, Muir and Schlickmann.
Staff Leads: Gavitt.

Eliminate one-and-done rule

- **End One-and-Done.** Separate the collegiate track from professional track by ending one-and-done. (1A)

Draft flexibility

- **Greater Draft Flexibility for Student-Athletes.** Allow student-athletes to test their professional prospects and maintain their collegiate eligibility if they do not sign a professional contract. (1B)

Await decision by NBA and NBPA.

Develop model for DI Board approval August 2018.
Recruiting and Coaches Interaction with Recruits and Student-Athletes

**Members:** NCAA Division I Men’s Basketball Oversight Committee.

**Staff Leads:** Gavitt and Kemper.

- Within its regular course of business, the Men’s Basketball Oversight Committee will discuss NABC recommendations.

For adoption by DI Council August 2018.
Enforcement / COI / IAC Working Group

Members: Christopher (chair), Harris, Hawley, Huchthausen, Ohlendorf, Parkinson, Perez, Rich, Roberts, Sankey and Wildhack.

Staff Leads: Luck and Remy.

- Independent Investigation and Adjudication of Complex Cases. NCAA to establish independent investigative and adjudicative body. (2A)

- Enact and Impose Core Punishments with Significant Deterrent Effect. Core penalties should be increased to allow 1) five-year postseason ban for Level I violations; 2) loss of all revenue sharing in postseason play for the entire ban; 3) lifetime bans for a show-cause order; 4) allow bans of more than one season for head coach violations; 5) increase penalties to allow full-year visit bans for recruiting visit violations. (2B)

- Establish a fine structure for coaches and other institutional personnel.
Agents and Advisors

**Members:** Benedict (co-chair), Hostetter (co-chair), Barnhart, Manuel, Shannon, Swann and Wilson.

**Staff Leads:** Martin and Schnase.

### Agent Certification
- **NCAA Agent Certification Program.** NCAA to establish agent certification program. (1C)

### Meaningful Assessment
- **NCAA-Certified Agents to Provide Student-Athletes with Assessment of Professional Prospect.** Permit student-athletes to receive meaningful assessment of their professional prospects earlier, with assistance from NCAA-certified agents. (1C)

### NCAA Vice President
- **Appointment of NCAA Vice President.** Appoint a vice president to, among other things, develop meaningful standards for certification of agents. (1C)

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- **Model to be presented for vote August 2018.**
- **Legislation developed by autonomy conferences with legislative action by Board of Directors August 2018.**
- **For consideration after certification plan is created.**
Apparel Companies

Members: Calhoun (chair), Castiglione, James, Mullens, Swarbrick and Woodward.
Staff Leads: Scott and Termini.

<table>
<thead>
<tr>
<th>Financial Transparency</th>
<th>Recommendation presented for vote by DI Board August 2018.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Reform Nonscholastic Basketball and Make its Finances Transparent.* NCAA should enforce rigorous certification criteria for nonscholastic basketball events that coaches attend. Events should be subject to financial disclosure, an audit of all financial relationships and payments, IRS, and other tax filings. Events must also have educational components. (3A)</td>
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<thead>
<tr>
<th>Apparel Company Transparency</th>
<th>Update on companies’ response August 2018.</th>
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</thead>
<tbody>
<tr>
<td>• Enlist Apparel Companies in Transparency and Accountability Efforts. Boards of public apparel companies should implement financial transparency and accountability with respect to their investments in nonscholastic basketball. (3B)</td>
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<thead>
<tr>
<th>Contractual Obligations</th>
<th>Legislative Action by DI Board August 2018.</th>
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<tbody>
<tr>
<td>• NCAA to amend rules to require colleges to include in contracts with administrators and coaches contractual obligations to cooperate with NCAA investigations and agree to submission to NCAA enforcement proceedings.^ (3C)</td>
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<tr>
<th>Institutional Agreements</th>
<th>Recommendation presented for vote by DI Board August 2018.</th>
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<tr>
<td>• Require contractual arrangement for financial transparency and attestation that company knows NCAA rules and violation equates to breach of contract.^</td>
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</table>

*Crossover with Event Certification under review by Nonscholastic Basketball topical group.
^Crossover with ENF/COI/IAC Working Group.
Student Support

Members: Committee on Academics.  
Staff Leads: Albert and Schnase.

Student Support/Degree Completion

- **Provide Resources to Make the Promise of a College Education Real.** NCAA to establish fund to pay for the degree completion of student-athletes with athletic scholarships who leave member institutions after progress of at least two years toward a degree. (1D)

Models prepared with legislative and policy language presented for a vote in August 2018.
**Association-Wide Issues**

**Members:** Machtley (chair), Docking (co-chair) and Jones (co-chair).

**Staff Leads:** Gronau and B. Williams.

- **Independent BOG members**
  - **Add a Significant Cadre of Public Members to the NCAA Board of Governors.** Add at least five public voting members with the experience, stature and objectivity to assist the NCAA in re-establishing itself as an effective and respected leader and regulator of college sports. (4)

- **Annual Certification of Compliance**
  - **Require coaches, athletics directors and college presidents to certify annually that their athletic programs comply with NCAA rules.**

Recommendation presented to Board of Governors for action in August 2018. Requires Association-wide vote.

Recommendation presented to Board of Governors for action in August 2018.
Sample Preseason Football Practice Schedule – Fall 2018

The sample schedule provided below illustrates what a permissible preseason practice schedule could look like in accordance with NCAA Division II legislation and the Interassociation Year Round Football Practice Contact Recommendations (highlighted in green). Institutions are not limited to the sample daily schedules and weekly schedule outlined below and may develop additional options provided:

- The institution conducts no more than one on-field practice session per day, not to exceed three hours in length;
- A three-hour recovery period is provided between any two sessions that involve physical activity; and
- Following the five-day acclimatization period, the institution provides at least one day off per week from physical activity.

After the five-day acclimatization period, the use of a football during a walk-through is permissible.

<table>
<thead>
<tr>
<th>Sunday</th>
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<tbody>
<tr>
<td>9 to 10 a.m. Weight Training – Offense; Meetings and Film Review – Defense</td>
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<table>
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<tr>
<th>Monday</th>
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<tbody>
<tr>
<td>9 to 10 a.m. Weight Training – Offense; Meetings and Film Review – Defense</td>
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<tr>
<th>Tuesday</th>
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</thead>
<tbody>
<tr>
<td>9 to 10 a.m. Walk-Through</td>
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<table>
<thead>
<tr>
<th>Wednesday (Day Off)</th>
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<tbody>
<tr>
<td>1 to 3 p.m. Meetings and Film Review</td>
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<table>
<thead>
<tr>
<th>Thursday</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 to 10 a.m. Walk-Through</td>
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<table>
<thead>
<tr>
<th>Friday</th>
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<tbody>
<tr>
<td>7 to 10 a.m. On-Field Practice</td>
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<table>
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<tr>
<th>Saturday</th>
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</thead>
<tbody>
<tr>
<td>9 to 10 a.m. Meetings and Film Review</td>
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</tbody>
</table>

| 10 to 11 a.m. Weight Training – Defense; Meetings and Film Review – Offense |
| 10 to 11 a.m. Weight Training – Defense; Meetings and Film Review – Offense |
| 10 to 10:45 a.m. Meetings and Film Review |
| 10 a.m. to 1 p.m. Recovery Period – Meetings and Film Review (10 to 11 a.m.) Recovery Period – Lunch (11 a.m. to 1 p.m.) |
| 10 a.m. to 1 p.m. Recovery Period – Lunch and Break |


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1 The noncontact/minimal contact practice recommendations from the Interassociation Year Round Football Practice Contact Recommendations (Recommendations) are not required by NCAA Division II legislation. According to the Recommendations, a noncontact/minimal contact practice is conducted with the intent of a practice without shoulder pads or a helmet.

2 On the day off, adequate student-athlete rest and recovery are paramount. Strength training, conditioning and walk-throughs are not permissible. Activities that satisfy the intent of the day off include: film review, leadership or team building activities, team meetings, team meals, fundraising or community service activities, or entertainment activities.
<table>
<thead>
<tr>
<th>11 a.m. to 2 p.m.</th>
<th>11 a.m. to 2 p.m.</th>
<th>10:45 a.m. to 3:15 p.m.</th>
<th>1 to 4 p.m.</th>
<th>1 to 2 p.m.</th>
<th>11 a.m. to 2 p.m.</th>
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</thead>
<tbody>
<tr>
<td>Recovery Period</td>
<td>Recovery Period</td>
<td>Recovery Period</td>
<td>On-Field Practice (Noncontact/Minimal Contact)(1 to 3 p.m.)</td>
<td>Weight Training</td>
<td>Recovery Period</td>
</tr>
<tr>
<td>Lunch and Break</td>
<td>Lunch and Break</td>
<td>Lunch and Break</td>
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<td>Lunch and Break</td>
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<tr>
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<td>Recovery Period</td>
<td>Recovery Period</td>
<td>Recovery Period</td>
<td>On-Field Practice (Noncontact/Minimal Contact)</td>
<td>Weight Training</td>
<td>Recovery Period</td>
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<td>Lunch and Break</td>
<td>Lunch and Break</td>
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<td>Lunch and Break</td>
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<tr>
<td>2 to 5 p.m.</td>
<td>2 to 3 p.m.</td>
<td>3:15 to 4:15 p.m.</td>
<td>4 to 5 p.m.</td>
<td>2 to 5 p.m.</td>
<td>2 to 3 p.m.</td>
</tr>
<tr>
<td>On-Field Practice</td>
<td>Walk-Through</td>
<td>Meetings and Film</td>
<td>Meetings and Film Review</td>
<td>Recovery Period</td>
<td>Weight Training</td>
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<td></td>
<td>(Use of football</td>
<td>Review</td>
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<td>Break (2 to 3 p.m.)</td>
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<td>permitted)</td>
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<td>Recovery Period</td>
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<td>Meetings and Film</td>
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<td>Review (3 to 5 p.m.)</td>
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<tr>
<td>5 to 8 p.m.</td>
<td>3 to 6 p.m.</td>
<td>4:30 to 7:30 p.m.</td>
<td>5 to 6 p.m.</td>
<td>3 to 6 p.m.</td>
<td>5 to 8 p.m.</td>
</tr>
<tr>
<td>Recovery Period</td>
<td>Recovery Period</td>
<td>On-Field Practice</td>
<td>Walk-Through</td>
<td>Recovery Period</td>
<td>Dinner and Break</td>
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<tr>
<td>Dinner Break</td>
<td>Dinner and Break</td>
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<tr>
<td>8 to 9 p.m.</td>
<td>6 to 9 p.m.</td>
<td>On-Field Practice</td>
<td>5 to 6 p.m.</td>
<td>6 to 9 p.m.</td>
<td>On-Field Practice</td>
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<tr>
<td>Walk-Through</td>
<td>On-Field Practice</td>
<td>(Noncontact/Minimal</td>
<td>Walk-Through</td>
<td>On-Field Practice</td>
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<td>Contact)</td>
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<td>(Noncontact/Minimal</td>
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<td>Contact)</td>
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</table>
Guidelines for the Second Practice Session During the Preseason:

- The use of protective equipment, including helmet and shoulder pads, is not permitted per existing legislation.
- The use of football equipment, except for a football, is not permitted.
- Sprinting and competitive speed drills are not allowed during walk-throughs. The presence and use of a football may not change the speed of the walk-through.
- Outside of the on-field practice session, conditioning drills are not allowed.
- Weightlifting sessions are not considered conditioning sessions if conducted for the purpose of strength training and performed in a deliberate and controlled manner that is consistent with the concept of walking or jogging. Weightlifting activities designed to enhance cardiorespiratory fitness are considered conditioning and not permitted.
  - Weightlifting sessions should be carefully planned and implemented only after consultation with a strength and conditioning professional and the primary athletics health care providers.
  - The legislated three-hour recovery period must be observed between any two sessions. Adequate student-athlete rest and recovery is paramount.

No Football Practice Day:

- The intent of recommending no football practice days is to allow physiological recovery, especially with regard to the following three high-risk events that occur during preseason:
  - Repetitive head impact exposure.
  - Catastrophic injury.
  - Musculoskeletal injury.
- Adequate student-athlete rest and recovery is paramount and student-athlete time demands should be strongly considered.
- Strength training, conditioning and walk-throughs are not permissible.
Activities that satisfy the intent of the practice recommendations on these days include:

- Leadership, teambuilding, team meals or entertainment activities;
- Team meetings;
- Fundraising or community service activities; and
- Educational activities, including those that improve football understanding and awareness. (i.e., film review).
This document contains questions and answers to assist the NCAA Division II membership in its understanding of the application of NCAA Division II Proposal Nos. EM-2018-1 and NC-2019-10.

**Question No. 1:** What is permissible during an on-field practice session, a walk-through and recovery time?

**Answer:** Please see the chart below (see also NCAA Division II Bylaws 17.10.2.4 and 17.10.2.4.1):

<table>
<thead>
<tr>
<th>Duration/Frequency</th>
<th>On-Field Practice Session</th>
<th>Walk-Through</th>
<th>Recovery Time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• One per day.</td>
<td>• One per day.</td>
<td>• At least three continuous hours between an on-field practice and a walk-through or any other session including physical activity.</td>
</tr>
<tr>
<td></td>
<td>• No longer than three hours.</td>
<td>• No longer than one hour.</td>
<td></td>
</tr>
<tr>
<td>Permissible Activities</td>
<td>• Practice of any kind, including weightlifting or conditioning if part of a continuous session.</td>
<td>• Simulate plays and alignments with no protective or football related equipment (e.g., helmets, shoulder pads, blocking sleds) other than footballs.</td>
<td>• Medical treatment.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Team meals.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Meetings.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• Film review.</td>
</tr>
<tr>
<td>Impermissible Activities</td>
<td>• Practice in any pads.</td>
<td>• Live contact or live contact/thud practice.</td>
<td>• No athletically related activities, including practice of any kind.</td>
</tr>
<tr>
<td></td>
<td>• Live contact or live contact/thud practice.</td>
<td>• Noncontact/minimal contact practice.</td>
<td>• Conditioning.</td>
</tr>
<tr>
<td></td>
<td>• Conditioning.</td>
<td>• Weightlifting.</td>
<td>• Weightlifting.</td>
</tr>
</tbody>
</table>
Question No. 2: May an institution conduct more than one on-field practice session per day (e.g., two-a-days or three-a-days)?

Answer: No. Only one on-field practice session per day is permitted.

Question No. 3: Are noncontact/minimal contact practices and live contact/thud practices considered on-field practice sessions?

Answer: Yes.

Question No. 4: Is weightlifting considered an on-field practice session?

Answer: Current Division II legislation states that weightlifting is not considered an on-field activity (see Bylaw 17.10.2.4.2). However, the Year-Round Football Practice Contact Recommendations seek to minimize exertion in a second session of activity. The NCAA Committee on Competitive Safeguards and Medical Aspects of Sports has offered information specific to when weightlifting is consistent with the recommendations (see Question No. 11). (Click here for full consensus recommendations.)

Question No. 5: May an institution conduct a separate walk-through (e.g., no helmet/no pad activities) before or after its one permissible on-field practice?

Answer: Yes. A walk-through (e.g., no helmet/no pad activities), in addition to the one on-field practice, may occur before or after an on-field practice session.

Question No. 6: Must student-athletes be provided with at least three continuous hours of recovery time between an on-field practice session and a walk-through (e.g., no helmet/no pad activities) regardless of the order of the sessions?

Answer: Yes. During the three continuous hours of recovery time, student-athletes may not engage in physical, athletically related activities (e.g., weightlifting, conditioning). Time spent receiving medical treatment, attending meetings (including film review) and eating team meals may be included as part of the recovery time.

Question No. 7: When does the three continuous hours of recovery time officially begin?

Answer: When the participating student-athlete is officially released from an on-field practice, a walk-through or a weightlifting session that is not part of the on-field practice by the coaching staff.
Question No. 8: May an institution divide the team into groups and conduct the on-field practice session for each group at different times, if each student-athlete only has one on-field practice session per day?

Answer: Yes.

Question No. 9: May a student-athlete participate in separate on-field practice sessions (e.g., defensive back group and wide receiver group), if the total continuous time does not exceed three hours?

Answer: Yes, provided the three hours spent in on-field practice (including any breaks) is continuous. For example, it would be permissible for a student-athlete to spend 1 to 2:15 p.m. with the defensive back group, break and then return to on-field practice from 2:30 to 4 p.m. with the wide receiver group. This example is permissible because the total time from the start of on-field practice to the end of on-field practice is three continuous hours or fewer.

However, it would not be permissible for a student-athlete to engage in on-field practice with the defensive back group from 1 to 2:30 p.m., break and then return for on-field practice with the wide receiver group from 4 to 5:30 p.m. This example is not permissible because the on-field practice activities do not occur within three continuous hours.

Question No. 10: When is it permissible for student-athletes to participate in film review and team meetings?

Answer: Any time.

Question No. 11: When is it advisable for student-athletes to participate in weightlifting as part of a walk-through?

Answer: Weightlifting sessions are not considered conditioning sessions if conducted for the purpose of strength training and performed in a deliberate and controlled manner that is consistent
with the concept of walking or jogging. Weightlifting activities designed to enhance cardiorespiratory fitness are considered conditioning and not permitted.

- Weightlifting sessions should be carefully planned and implemented only after consultation with a strength and conditioning professional and the primary athletics health care providers.

- The legislated three-hour recovery period must be observed between any two sessions that include physical activity. Adequate student-athlete rest and recovery is paramount.

**Question No. 12:** Is there a required day off during the preseason?

**Answer:** Yes. Following the five-day acclimatization period (see Bylaw 17.10.2.3), student-athletes must be provided with one day off from all physically related activity each week during the preseason.
Application of 2018 Football Preseason Practice Legislation

<table>
<thead>
<tr>
<th>Option 1: August 6, 2018 (24 Days Before First Permissible Contest)</th>
<th>Option 2: 10 Days Before the First Day of Classes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institution can choose whichever option is earlier:</td>
<td>General Application</td>
</tr>
<tr>
<td>Preseason Practice Expenses (e.g., meals, lodging)</td>
<td>Example 1: First Day of Classes = Monday, August 6, 2018</td>
</tr>
<tr>
<td>Institution may provide an evening meal and lodging Friday, August 3, 2018.</td>
<td>Institution may provide an evening meal and lodging on the night prior to equipment issue, squad pictures.</td>
</tr>
<tr>
<td>Administrate Meetings (e.g., compliance, academics, medical examinations)</td>
<td>Example 2: First Day of Classes = Wednesday, August 8, 2018</td>
</tr>
<tr>
<td>Can occur prior to first date of practice, but cannot provide expenses prior to the evening of Friday, August 3, 2018.</td>
<td>Can occur prior to first date of practice, but cannot provide expenses until first permissible date listed above.</td>
</tr>
<tr>
<td>Equipment Issue, Squad Pictures</td>
<td>Can occur prior to first date of practice, but cannot provide expenses prior to the evening of Wednesday, July 25, 2018.</td>
</tr>
<tr>
<td>First Date of Practice</td>
<td>Saturday, July 28, 2018.</td>
</tr>
<tr>
<td>Monday, August 6, 2018.</td>
<td>Ten days before the first day of classes.</td>
</tr>
<tr>
<td>First Permissible Contest</td>
<td>Friday, July 27, 2018.</td>
</tr>
<tr>
<td>Expiration of 45-Day Temporary Certification Period for Practice</td>
<td>Thursday, September 19, 2018.</td>
</tr>
<tr>
<td>45 days after the student-athlete begins practicing.</td>
<td>Sunday, September 9, 2018.</td>
</tr>
<tr>
<td>Tuesday, September 11, 2018.</td>
<td></td>
</tr>
</tbody>
</table>
Basic Accident Insurance 101 – Terminology

I. Companies Servicing Your Insurance Coverage:
   • **Broker**: a specialist in insurance and risk management that acts on behalf of their clients and provides advice in the interests of their clients.
   • **Insurer** (often referred to as carrier or insurance company): the insurance company; the insurer underwrites the coverage and takes on the risk to cover a claim, receive the premium and may pay the claims if insurer does not hire a third-party administrator.
   • **Third-Party Administrator (TPA)**: an organization that processes insurance claims or certain aspects of insurance plans on behalf of an insurer.

II. Types of Insurance Plans:
   • **Health Maintenance Organization (HMO)**: an organization that provides health coverage with medical providers under contract. There is typically a penalty for utilizing providers that are not contracted providers.
   • **Preferred Provider Organization (PPO)**: a managed care organization of medical doctors, hospitals and other health care providers that have agreements with an insurer or a third party. There is typically a penalty for utilizing providers outside contracted providers.
   • **Participant Accident / “Basic Accident”**: an insurance policy that is an excess accident medical policy that considers charges after all other valid and collectible insurance for injuries within the terms and conditions of the policy. This is the type of policy that could be purchased by your member institution to cover student-athletes’ athletically related injuries.
     • **Fully Insured**: an insurance policy where you pay a premium to an insurer and in turn claims are paid according to the terms and conditions of the purchased policy.
     • **Aggregate**: an insurance policy where a self-insured deductible level is set based on claim history with an insured layer if claims exceed the deductible.
     • **Self-Funded**: a self-insurance arrangement where an employer or organization provides insurance benefits with its own funds. The insured assumes the direct risk for payment of claims for benefits. The terms of eligibility and covered benefits are typically set forth in a plan document that includes provisions similar to those found in an insurance policy. Many times, the fund is administered by a third-party administrator at a fee of claims paid.
   • **NCAA Catastrophic Policy**: an insurance policy purchased by the National Collegiate Athletic Association for all active member institutions that provides excess accident medical benefits for eligible injuries and additional benefits for defined disabling injuries.

III. Insurance Coverage Terms:
   • **Insurance Policy**: a document detailing the terms and conditions of a contract of insurance.
   • **Insurer (carrier)**: defined above.
   • **Insured (claimant)**: a person or organization covered by insurance.
• **Premium**: the amount of money that an individual or organization must pay for coverage.
• **Deductible**: the amount an insured must pay before the insurance policy will make payment. Types:
  • *Aggregate Deductible*: a limit to the amount of deductible a policyholder will be required to pay on claims during a given period of time before insurance payment.
  • *Corridor Deductible*: the amount the insured must pay before insurance payment regardless of other insurance coverage.
  • *Reducing Deductible*: the amount the insured must pay unless the amount is reduced by other insurance payments.
• **Co-pay**: a flat fee an insured pays for certain covered services and prescriptions.
• **Coinsurance**: a percent of covered expenses the insured and insurer share after the deductible has been met.
• **Out-of-Pocket Maximum**: specific limits for the total amount insured will pay out of own pocket before coinsurance no longer applies.
• **In-Network**: providers or health care facilities that are part of a health plan’s network of providers with which it has a negotiated discount.
• **Out-of-Network**: providers that are not contracted with the health plan for reimbursement at a negotiated rate. Services with an out-of-network provider may not be covered, or covered only in part, by the insurer.
• **Pre-authorization**: a health insurance requirement where a provider must contact the insurer/third-party administrator before service for approval of medical necessity.
• **Usual and Customary**: the amount paid for a medical service in a geographic area based on what providers in the area usually charge for the same or similar medical service.

**IV. Insurance Claim Terms:**
• **Explanation of Benefits (EOB)**: a statement sent by an insurer/third-party administrator to the insured, explaining what/how medical treatments/services were considered by the insurer on their behalf.
• **UB04**: the standard billing form used for institutional facilities for billing that includes the medical coding necessary for an insurer to consider charges (i.e., hospital).
• **CMS1500**: the standard billing used for all non-institutional medical providers or suppliers for billing that includes the medical coding necessary for an insurer to consider charges (i.e., professional).
• **Statement**: a bill to the claimant stating the balance due. A statement does not typically provide required medical codes to consider charges.
• “Superbill”: an itemized statement used by health care providers that includes required medical codes for an insurer/third-party administrator to consider charges.
• **CPT Code**: the procedure code utilized by a medical provider to identify the services rendered.
• **ICD10 Code**: the diagnosis code utilized by a medical provider to identify the reason for the service.
• **Tax ID Number (TIN)**: the provider identification number for billing and payment.
• **Provider Agreements**: agreements negotiated directly with medical providers for reduced fees associated with services.
Considerations for Selecting an Insurance Representative

There are many options to consider when selecting an accident medical insurance representative, and it is important that the selected representative is working on your behalf to protect the institution’s financial goals. Their responsibility goes well beyond just finding the best price for your institution’s insurance. The following outlines various questions to consider raising when making this important decision:

What is the company’s insurance placement approach?
- Does the company emphasize implementation of effective practices for premium stability?
- Does it provide proposals from multiple insurer relationships based primarily on price?

What is the company’s experience in selling or writing basic accident medical coverage for athletics?
- Can the company provide client referral(s)?
- What is its compensation structure?

What type of customer service will the insurance representative provide?
- Is the company willing to brainstorm and implement cost containment solutions?
- Is the company easily accessible via phone and email?
- How will the company manage the transition from your present insurance representative/insurer?

What services does your insurance representative provide to assist in implementing effective practices for managing student-athlete medical insurance, such as:
- Primary insurance requirement implementation.
- Primary insurance verification.
- Opportunities for potential provider discounts.
- Technology resources to manage benefit administration, such as:
  - Online incident reporting.
  - Online claim access.
  - Online claim reports.
- Detailed claims analysis reports to identify trends, such as:
  - Provider utilization.
  - Types of injuries.
  - Types of medical services.
  - Cost per student-athlete.

Is the recommended basic accident insurer(s) financially stable?
- Request the insurance companies’ AM Best Rating and explanation.

Who will handle your institution’s accident medical claims?
- Your insurance broker/agent?
- A hired third-party administrator?
- The insurance company?

Request details of the claim handling service standards, such as:
- What is the claim processing turnaround time?
- What availability will you have to claim information and reporting?
- What are the claim reporting procedures?
The Who’s Who of Basic Accident Medical Coverage

ITEMS FOR CONSIDERATION
- Also known as insurance agent or broker.
- Experience placing basic accident coverage for athletics.
- Placement methodology.
- Knowledge and assistance implementing effective practices.

ITEMS FOR CONSIDERATION
- Also known as insurance company or carrier.
- Financial stability.
- Insurer rating.
- Market segment experience.

ITEMS FOR CONSIDERATION
- Sometimes considered a claims third-party administrator (TPA).
- Claim processing turnaround time.
- Online claims access.
- Availability and types of reporting.
Effective Practices for Managing Student-Athlete Insurance

The NCAA requires that all member institutions certify that student-athletes have coverage for medical expenses within the deductible of the NCAA catastrophic policy, currently at $90,000 ($75,000 for institutions participating in the NCAA Group Basic Accident Program). This can be satisfied by the student-athletes’ or parents’ personal insurance coverage, or through a basic accident medical policy maintained by the institution (or through an institution’s formal self-insurance plan).

Establishing policies to manage costs related to athletic injuries can be an overwhelming responsibility for one person due to the many variables influencing costs. This guide is designed to provide items for consideration to assist in controlling costs related to student-athlete injuries.

**Risk Management Team** — Developing a risk management team will allow a group of individuals with various backgrounds to collaborate on the development of policies for effectively managing student-athlete insurance and to assist in managing costs associated with athletic injuries.

- The team does not need to be large but should include members with various expertise. Some suggestions of roles to consider are the athletics director, athletic trainer, business manager, university risk manager, team physician, finance officer and health center representative.
- Establish goals that you would like to accomplish with this team, such as the following:
  - What type of injuries will the risk management team review?
  - What factors will the team evaluate for these injuries?
    - Is it more cost and care-effective to fund the travel to have student-athlete care administered in-network vs. out-of-network?
  - What resources are available at the institution to minimize expenses?
  - Establish policies to avoid case-by-case decision-making to decrease potential legal liability to the institution:
    - Consistency among sport and scholarship/nonscholarship student-athletes (if applicable).
    - Identification of pre-existing injuries and position on coverage for these injuries.
    - Post-separation care of injury (for example, exit interview/questionnaire).
    - Coverage and care for nonathletic injury and illness.
    - Procuring and funding primary insurance coverage.
- Athletics department representation on the institution’s campuswide student health insurance committee to advocate procuring coverage for athletically related injuries within the student-health coverage plan.

**Primary Insurance Requirement** — Using primary health insurance to its maximum is the most effective way to control costs for athletic injuries. It is important to establish a policy and communicate it well to student-athletes, parents and guardians. The following are items to consider in developing a formal requirement:

- Request copy of each student-athlete’s primary insurance card(s).
- Request student-athlete/parent/guardian to confirm coverage applies while on campus.
  - Primary insurer may need to be notified of temporary residence.
- Establish acceptable primary health insurance plan criteria that each student-athlete must meet to be eligible to participate, and address the following:
  - Does the policy need to cover athletic-related injuries?
  - Is there a cap on the acceptable deductible level for primary health insurance?
Does the student-athlete need to purchase supplemental coverage, or assume responsibility for the gap? The growing trend for health insurance is in high-deductible plans, which can create additional claims costs for institutions.

Are government-administered programs accepted as primary health insurance? Government administered health care plans, including but not limited to TriCare and Medicaid, have taken the position that their policies are the payer of last resort, including to basic accident coverage intended to be excess. Therefore, if accepted as primary insurance, a basic accident plan will be required to pay as primary coverage.

Methods to clearly communicate primary insurance requirement policy:
- Annual compliance meeting/student-athlete orientation.
- Athletics department website.
- Written notice to student-athletes/parents/guardians with signature confirming the individual understands the policy with request for primary health insurance card(s).
- Insurance coverage flowchart to assist with explaining the institution’s claim payment process.

**Primary Insurance Verification** — Once you have established a primary insurance requirement and secured proof of such coverage, consider taking the next step; primary insurance verification. Verifying student-athletes’ primary health insurance benefits assists in confirming the insurance information provided is accurate and currently in effect. The following are items to consider when implementing primary insurance verification:

- How often will coverage be verified?
  - At the time the student-athletes are reporting for physicals.
  - At the start of each season.
  - Coordinating with health insurance open enrollment (November to mid-December).

- Identify the depth of information you would like verified:
  - Deductible.
  - Copay/coinsurance amounts.
  - Coverage for athletic injuries.
  - In-network and out-of-network.
  - Pre-authorization requirements.

- Methods to verify primary insurance coverage:
  - Identify a staff member to call each student-athlete’s insurance provider to confirm coverage is in effect while the student-athlete is at the institution and verify pre-authorization requirements.
  - Use a third-party vendor for efficiency:
    - Explore new and existing partnerships with local hospital to access verification services and software capabilities.
    - Some basic accident insurance companies provide insurance verification at various levels and fees.
    - The NCAA Group Basic Accident Program provides this service at no additional fee.

- Identify categories of primary insurance:
  - Billable vs. nonbillable primary insurance.
  - Deductible level.
  - Potential out-of-network coverage (i.e., Kaiser Permanente and nonparticipating HMO coverage).

- What to do with primary insurance verification results:
  - Develop a policy for procuring primary coverage if a coverage lapse is identified. Options for insurance coverage:
> Institution student-health plan that covers athletic injuries.
> State insurance exchange.
> Individual health policies.
> Limited primary accident coverage for athletic injuries.
> Short-term health insurance policy if outside open enrollment period.

**Primary Insurance Preauthorization** — Clear and consistent preauthorization procedures are important to avoid primary insurance claim denial. Possible methods to manage this process:

- Hire or designate a staff member to contact the student-athlete’s primary insurance company, or work with a medical provider to confirm preauthorization has been obtained.
- Assign the athletic trainer managing the student-athlete’s injury the responsibility of confirming with the insurance company or medical provider that preauthorization has been obtained.
- Depending on the level of verification purchased, you may be able to have a primary insurance verification vendor identify if preauthorization is required.

**Medical Bill Discounts** — Being aware of how much is being spent with local hospitals and physicians is an area to be explored for cost-saving opportunities. It is also important to understand how the savings are being communicated and the baseline of the discounts received. Below are items to consider when working with your insurance representative:

- Develop strong relationships with local providers and understand the full extent of the relationship between the medical provider and the institution.
  - Is the medical provider providing on-site care at no charge?
  - Is the medical provider providing sponsorship funds to the institution?
- Target institution’s alumni base for discounted or in-kind services.
- Identify how much is being paid to frequently used medical providers, including what has been paid by primary insurance, and use this information to negotiate with medical providers.
- How are savings results being communicated?
  - Gross or net savings: Repricing vendors typically used by basic accident insurance companies charge a fee to access their networks.
  - Data set factors: Are all claims submitted for repricing included or only those where a discount was obtained? Is a large bill skewing the results?
- Once you have a full understanding of provider relationship and savings, look for opportunities to negotiate with medical providers:
  - Direct provider arrangements: These arrangements can be negotiated in various capacities but are typically how the most significant savings are realized. You can negotiate directly with medical providers or verify if your insurance representative will negotiate on your behalf. Below are frequently used provider discounting methods:
    - Percent-of-Medicare: This is an effective option if you have access to this data as Medicare provides a low baseline by geographic area to begin negotiation.
    - Fee schedule: A fee schedule is also an effective option as you are setting a rate for the service and the provider cannot inflate the rates on the billed side to make up for the agreed-upon discount.
    - Percent-of-billed: This is the least effective option as the provider can inflate the billed rates to make up for the agreed-upon “discount.”
Using Time-Saving Methods — Institutions report that access to the following provides significant time savings:

- Online claim reporting.
- Online access to claim information.
- Online claim reports.
- Accessible service team.

Miscellaneous Effective Practices — Your internal evaluation will help identify other cost and time-saving opportunities. Some items to consider when evaluating areas for cost savings:

- Track and benchmark a metric for evaluating cost trends, such as establishing a cost per student-athlete. An evaluation could include the following:
  - Insurance premiums, including primary, basic/secondary, and supplemental catastrophic coverage, if applicable.
  - Athletics department’s out-of-pocket claim expenses (i.e., deductibles and co-pays).
  - Third-party claims administrator costs, if applicable.
- Physical therapy guidelines.
  - How much is being spent on physical therapy referred outside the athletic training room?
  - Is it more cost-effective to hire another part-time or full-time athletic trainer to bring more physical therapy in-house?
  - Are you monitoring the treatment plan and provider progress notes to confirm it is in line with the athletic trainer’s treatment plan?
- Durable medical equipment and orthotic guidelines.
  - Has the durable medical equipment/orthotic been prescribed by a physician?
  - Do you keep an inventory of durable medical equipment in the athletic training room and track this inventory?
  - Is it more cost-effective to rent equipment or purchase the equipment?
- If your institution maintains basic accident coverage or is looking to add basic accident coverage as part of your effective practices, please review the Guideline for Selecting an Insurance Representative.
Effective Practices: Piecing It All Together

**Risk Management Team**
- Includes Members with various areas of expertise.
- Establishes policy and goals.
- Implements effective practice policies.

**Primary Insurance Utilization**
- Implement primary insurance requirement.
- Verify primary insurance coverage.
- Confirm primary insurance preauthorization.

**Service Team**
- Dedicated claims examiner that is familiar with your institution’s needs.

**Medical Bill Discounts**
- Develop relationships with medical providers.
- Identify provider utilization and cost.
- Develop fee schedule with Medicare baseline.
- Understand saving methodology.

**Time-Saving Methods**
- Online incident reporting.
- Real-time access to claim information.
- Access to claim reports.

**Miscellaneous**
- Physical therapy guidelines.
- Durable medical equipment guidelines.
NEW DONATION PROCESS

NCAA Division II has a long-standing relationship with the Make-A-Wish Foundation, which grants wishes to children with life-threatening illnesses. Since 2003, Division II has donated more than $5.3 million to Make-A-Wish. These contributions have funded more than 660 wishes. Thank you for your support!

Over the last few months, Division II and Make-A-Wish have worked to streamline the donation process for conferences, institutions and fans. Starting on Sept. 1, 2018, all donations should be submitted directly to Make-A-Wish. The NCAA National Office is no longer accepting Make-A-Wish fundraising donations. Enforcement fines should continue to be sent to the national office.

THREE EASY WAYS TO DONATE TO MAKE-A-WISH!

- Visit the Division II Make-A-Wish online portal at http://ncaadii.wish.org/.
  - Simply enter the name of your institution and click the “Donate for Your School” button. Complete the form and click on “Submit Donation.”

- Write a check.
  - Checks should be made payable to Make-A-Wish.
  - The name of the institution that should receive credit for the donation MUST be indicated on the Make-A-Wish donation form OR on the memo line of the check.
  - All checks must be sent to the Make-A-Wish headquarters.

- Call Make-A-Wish.

Make-A-Wish America
1702 E. Highland Avenue, Suite 400
Phoenix, AZ 85016

Make-A-Wish Call Center
(866) 880-1382
Monday-Friday
7:30 a.m.-4 p.m. (MST)

For questions, please contact Devon Herlihy, Corporate Alliance Manager with Make-A-Wish America, at (602) 775-5520 or dherlihy@wish.org.
**Strategic Priorities Timeline**

Last Update: May 24, 2018

**NOTE:** all dates are estimates and may change in response to external factors

<table>
<thead>
<tr>
<th>Strategic Priority</th>
<th>Initiative</th>
<th>Summary</th>
<th>Anticipated Deliverable</th>
<th>Estimated Timeline</th>
</tr>
</thead>
</table>
| Athletics Health Care Administration | NATA-NCAA Summit on the Organizational and Administrative Aspects of Athletic Health Care in College / University Settings | Will result in an interassociation consensus statement or summary report about key organizational and administrative aspects of athletics health care delivery. This document will be intended to contribute to an NCAA member school’s ability to meet evolving interassociation health and safety standards for college student-athletes. No public documents were produced during the meeting. | Interassociation recommendations’ | Event date: Jan. 2017  
Document drafting: through August 2018  
Membership & external review: Initiated in October 2018, expected to take several months.  
CSMAS review and endorsement: March 2018  
External endorsement: Initiated in March 2018  
BOG review and endorsement: August 2019  
Final deliverable: TBD |
| Concussion | Task Force on Football Data | A closed meeting to review emerging data from the CARE Consortium and NCAA ISP. | Executive summary that will inform football committee agenda. | Event date: February 26-27, 2018  
Document drafting: March 2018  
Membership review: April 2018  
CSMAS review and endorsement: June 2018 (no endorsement)  
BOG review and endorsement: N/A  
Final deliverable: July 2018 |
<table>
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<tr>
<td></td>
<td>Concussion Safety Protocol Review Process</td>
<td>CSMAS identified and referred to this item to the BOG as a Uniform Standard of Care Issue</td>
<td>Identification and implementation of strategies to bring uniformity to concussion safety protocol review process to all three divisions</td>
<td>Issue Referral to BOG: June 2017</td>
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<td>Legislative Action: Non-controversial legislation for the use of a concussion safety protocol template was approved by Divisions II and III in April 2018.</td>
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<td>Template and instructional information will be sent to DII and DII membership May/June 2019.</td>
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<td>Analysis by research department: January – March 2018</td>
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<td>Upload to IPP program: March – May 2018</td>
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<td>Result to DI Membership: June 2018</td>
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<td>Integrated Technology in Coaching and Athletic Health Care</td>
<td>SSI will host a meeting to discuss issues arising for both coaching and the delivery of athletic health care from the use of wearable technologies (e.g., global positioning systems; heart rate monitors).</td>
<td>To Be Determined</td>
<td>Anticipated Event date: Fall, 2018</td>
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<td>CSMAS review and endorsement:</td>
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<td>Final deliverable:</td>
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<td>Pain Management in the Collegiate Athlete Task Force</td>
<td>SSI will host a discussion focused on pain management for the collegiate athlete.</td>
<td>Interassociation recommendations’</td>
<td>Event date: July 10-11, 2018</td>
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<td>Initiative</td>
<td>Summary</td>
<td>Anticipated Deliverable</td>
<td>Estimated Timeline</td>
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| Mental Health     | Task Force to Advance Mental Health Best Practice Strategies | SSI hosted a task force that will serve as a follow-up to the 2013 Mental Health Task Force. The 2017 task force identified strategies and resources that support the implementation of the Mental Health Best Practices and identified models of mental health care and measures of effectiveness for the previously-published best practices. | Educational tools† | Event date: November 9-10, 2017  
Document drafting: November – March 2018  
Membership review: April 2018  
CSMAS review and endorsement: June 2018  
BOG review and endorsement: August 2018  
Final deliverable: First deliverable of MH Workshop Planning Kit and MHPBP implementation resources were released June 2018, final deliverables expected in Winter 2019. |
| Overuse, Sleep, and Performance | Task Force on Sleep & Wellness | SSI hosted a task force on sleep and wellness May 1-2 2017, with representatives from scientific, higher education and sports medicine organizations to review current data and discuss existing best practices related to the sleep and wellness of student-athletes. | Educational tools† | Event date: May 1-2, 2017  
Tool Development: TBD. No sooner than October 2018.  
Membership review:  
CSMAS review and endorsement: NA  
BOG review and endorsement: NA  
Final deliverable:  
Peer-review journal article  
Article submission: August 1, 2018 |
<p>| Other             | 2016 Safety in College Football Summit | Interassociation Recommendations: Preventing Catastrophic | | Event date: February 2016 |</p>
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<th>Initiative</th>
<th>Summary</th>
<th>Anticipated Deliverable</th>
<th>Estimated Timeline</th>
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<td>Injury and Death in College Student-Athletes.</td>
<td>Membership &amp; external review: June 2018, expected to take several months.</td>
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<td>BOG review and endorsement: January 2018</td>
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<td>Final deliverable: March 2019</td>
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*Will result in uniform standards of care for the Association; †Outcomes will be educational in nature, and will serve as a resource for member schools
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<th>Institution</th>
<th>Position</th>
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<td>Cimino, Linda</td>
<td>Caldwell College</td>
<td>Assistant AD/SWA</td>
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## Division II Mentoring Program Mentors

<table>
<thead>
<tr>
<th>Year</th>
<th>Name</th>
<th>Institution</th>
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<tr>
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<td>Bassett, Matt</td>
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<tr>
<td>Year</td>
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<tr>
<td>2017-18</td>
<td>Christy, Dick</td>
<td>University of North Carolina Pembroke</td>
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<td>Garry, Kirby</td>
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</tbody>
</table>
# AGENDA

National Collegiate Athletic Association  
Division II Identity Workshop for Coaches

NCAA National Office  
Palmer Pierce, Dempsey Building  
June 13-15, 2018

## Wednesday, June 13, 2018

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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| Welcome       | • Jill Willson, president, Double L Consulting.  
• Terri Steeb Gronau, vice president of Division II. |
| 4 - 6:30 p.m. | Risk Management  
• Janet Judge, partner, Holland and Knight.  
Fundraising for Coaches.  
• Rick Cole, director of athletics, Hofstra University. |
| 7 p.m.        | Group dinner at Buca di Beppo. |

## Thursday, June 14, 2018

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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| 7:30 a.m.     | Breakfast.  
*Available at hotel for those staying at the Fairfield.*  
*Continental breakfast provided here for those staying at the Courtyard.* |
| 8:30 a.m.     | Welcome and announcements.  
• Jill Willson. |
| 8:45 a.m. - noon | It starts with you, and presence matters.  
Justin Patton, executive leadership coach. |
| Noon – 12:30 p.m. | Lunch. |
### Thursday, June 14, 2018 (cont.)

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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| 12:30 – 1:30 p.m. | Getting involved in your community.  
* Shelly Behrens, head field hockey coach, Millersville University. |
| 1:30 – 3:15 p.m.  | Understanding Academic and Membership Affairs, and the Coaches Education Initiative.  
* Geoff Bentzel, assistant director, academic and membership affairs.  
* Angela Tressel, assistant director, academic and membership affairs.  
* Karen Wolf, associate director, academic and membership affairs. |
| 3:15 – 3:30 p.m.  | Break.                                                                                     |
| 3:30 – 4:45 p.m.  | Championships.  
* Roberta Page, director, championships and alliances.  
* Molly Simons, assistant director, championships and alliances. |
| 5 - 6 p.m.       | Happy Hour in the Hall of Champions.                                                        |
| 7 p.m.           | Dinner on own                                                                              |
### Friday, June 15, 2018

<table>
<thead>
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<tr>
<td>7 a.m.</td>
<td>Breakfast. <em>Available at hotel for those staying at the Fairfield.</em></td>
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<td><em>Continental breakfast provided here for those staying at the Courtyard.</em></td>
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<tr>
<td>8 - 8:15 a.m.</td>
<td>Opening remarks.</td>
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<tr>
<td></td>
<td>• Jill Willson.</td>
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<td></td>
<td>• Ryan Jones, associate director of Division II.</td>
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<tr>
<td>8:15 – 10:45 a.m.</td>
<td>Leadership Communication Skills.</td>
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<td>• Angie Bennett, Dardis Communications.</td>
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<td>10:45 – 11:15 a.m.</td>
<td>Community engagement and game environment.</td>
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<td></td>
<td>• Jill Willson</td>
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<td>11:15 – 11:30 a.m.</td>
<td>Break.</td>
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<tr>
<td>11:30 a.m. - 12:30 p.m.</td>
<td>Division II resources and next steps.</td>
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<td></td>
<td>• Ryan Jones.</td>
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<tr>
<td>1:30 p.m.</td>
<td>Depart for airport.</td>
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</table>
2018 NCAA Division II Community Engagement Workshop
Roster of Attendees

Baseball

Chris Martin
Southwest Baptist University
Email: ccmartin@sbuniv.edu
Mobile: 417-298-3378
Office: 417-328-1784
Conference: MIAA

Josh Rabe
Quincy University
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Mobile: 217-779-3782
Office: 217-228-5294
Conference: GLVC

Brandon Scott
Albany State University
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Conference: SIAC

Basketball (cont.)

Melissa Dunne
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Conference: CACC

Chris Fite
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Mobile: 724-549-1409
Office: 717-477-1449
Conference: PSAC

Booker Harris
Dominican University (CA)
Email: booker.harris@dominican.edu
Mobile: 415-419-6476
Office: 415-458-3758
Conference: PacWest

Chad Lister
North Greenville University
Email: clister@ngu.edu
Mobile: 864-423-9249
Office: 864-977-7155
Conference: Carolinas

Charles Marshall
West Virginia State University
Email: charles.marshall@wvstateu.edu
Mobile: 859-582-8302
Office: 304-766-3227
Conference: Mountain East

Basketball

Emma Andrews
Cameron University
Email: eandrews@cameron.edu
Mobile: 580-583-8620
Office: 580-581-2869
Conference: Lone Star

Ryan Bailey
Bluefield State College
Email: rbailey@bluefieldstate.edu
Mobile: 740-704-9045
Office: 304-327-4190
Conference: Independent
<table>
<thead>
<tr>
<th>Basketball (cont.)</th>
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<tbody>
<tr>
<td>Kevin Pederson</td>
<td>Jeanette Wedo</td>
</tr>
<tr>
<td>Lander University</td>
<td>Franklin Pierce University</td>
</tr>
<tr>
<td>Email: <a href="mailto:kpederson@lander.edu">kpederson@lander.edu</a></td>
<td>Email: <a href="mailto:wedoj@franklinpierce.edu">wedoj@franklinpierce.edu</a></td>
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<tr>
<td>Mobile: 864-910-2826</td>
<td>Mobile: 484-888-6245</td>
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<tr>
<td>Office: 864-388-8257</td>
<td>Office: 603-899-4081</td>
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<td>Conference: Peach Belt</td>
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<tr>
<th>Derrick Price</th>
<th>Football</th>
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<tr>
<td>Bluefield State College</td>
<td>Bo Atterberry</td>
</tr>
<tr>
<td>Email: <a href="mailto:dprice@bluefieldstate.edu">dprice@bluefieldstate.edu</a></td>
<td>Southeastern Oklahoma State University</td>
</tr>
<tr>
<td>Mobile: 267-259-0474</td>
<td>Email: <a href="mailto:batterberry@se.edu">batterberry@se.edu</a></td>
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<td>Office: 304-327-4207</td>
<td>Mobile: 580-380-5234</td>
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<tr>
<th>Kimberly Stephens</th>
<th>Justin Carrigan</th>
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<td>University of Texas, Permian Basin</td>
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<tr>
<td>Email: <a href="mailto:kimestephens@glenville.edu">kimestephens@glenville.edu</a></td>
<td>Email: <a href="mailto:carrigan_j@utpb.edu">carrigan_j@utpb.edu</a></td>
</tr>
<tr>
<td>Mobile: 304-615-9968</td>
<td>Mobile: 214-636-7257</td>
</tr>
<tr>
<td>Office: 304-462-6226</td>
<td>Office: 432-552-2985</td>
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<tr>
<td>King University</td>
<td>Steve Laqua</td>
</tr>
<tr>
<td>Email: <a href="mailto:jlthompson@king.edu">jlthompson@king.edu</a></td>
<td>Minnesota State University Moorhead</td>
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<tr>
<td>Mobile: 845-323-3675</td>
<td>Email: <a href="mailto:steve.laqua@mnstate.edu">steve.laqua@mnstate.edu</a></td>
</tr>
<tr>
<td>Office: 423-652-4770</td>
<td>Office: 701-412-6596</td>
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<tr>
<td>Email: <a href="mailto:vaughnkat@umsl.edu">vaughnkat@umsl.edu</a></td>
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<tr>
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<tr>
<td>Email: <a href="mailto:tom.webb@smsu.edu">tom.webb@smsu.edu</a></td>
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<tr>
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**Golf**

Davis Absher  
Virginia at Wise  
Email: da2ak@uvawise.edu  
Mobile: 336-391-6146  
Conference: Mountain East

Ken Badylak  
Kentucky Wesleyan College  
Email: ken.badylak@kwc.edu  
Mobile: 219-863-2457  
Office: 270-852-3502  
Conference: G-MAC

Clay Mallard  
Union University  
Email: cmallard@uu.edu  
Mobile: 731-695-5965  
Office: 731-661-5239  
Conference: Gulf South

---

**Lacrosse (cont.)**

Kirsten Smith  
Wingate University  
Email: ki.smith@wingate.edu  
Mobile: 301-518-1263  
Office: 704-233-8298  
Conference: South Atlantic

**Rowing**

Jamie Francis  
Embry-Riddle Aeronautical University  
Email: jamie.francis@erau.edu  
Mobile: 814-280-6343  
Office: 386-226-6503  
Conference: Sunshine State

**Soccer**

Alex Balog  
Montana State University Billings  
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Mobile: 334-318-2508  
Office: 406-896-5930  
Conference: GNAC

Ian Cameron  
Eckerd College  
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Mobile: 706-459-4123  
Office: 727-864-7852  
Conference: Sunshine State

Carlos Delcid  
New York Institute of Technology  
Email: cdeleid@nyit.edu  
Mobile: 516-403-3948  
Office: 516-686-1214  
Conference: East Coast

---

**Lacrosse**

Richard Carrington  
Tusculum University  
Email: rcarrington@tusculum.edu  
Mobile: 423-470-6452  
Office: 423-636-7378  
Conference: South Atlantic

Caitlin Hansen  
Saint Leo University  
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Office: 352-588-7302  
Conference: Sunshine State

Monica Potter  
Colorado State University - Pueblo  
Email: monica.potter@csupueblo.edu  
Mobile: 719-469-8557  
Office: 719-549-2068  
Conference: RMAC
### Soccer (cont.)

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<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Email</th>
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<th>Office</th>
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<tr>
<td>Simon Duffy</td>
<td>Carson-Newman University</td>
<td><a href="mailto:sduffy@cn.edu">sduffy@cn.edu</a></td>
<td>731-261-3199</td>
<td>865-471-3520</td>
<td>South Atlantic</td>
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<tr>
<td>Chad Edwards</td>
<td>Missouri Western State University</td>
<td><a href="mailto:cedwards16@missouriwestern.edu">cedwards16@missouriwestern.edu</a></td>
<td>913-302-4804</td>
<td>816-271-5902</td>
<td>MIAA</td>
</tr>
<tr>
<td>Brett Faro</td>
<td>Cedarville University</td>
<td><a href="mailto:bfaro@cedarville.edu">bfaro@cedarville.edu</a></td>
<td>585-469-1777</td>
<td>937-766-3663</td>
<td>G-MAC</td>
</tr>
<tr>
<td>LeBaron Hollimon</td>
<td>California State University, San Bernardino</td>
<td><a href="mailto:lhollimon@csusb.edu">lhollimon@csusb.edu</a></td>
<td>316-648-6648</td>
<td>909-537-7232</td>
<td>CCAA</td>
</tr>
<tr>
<td>Steve Price</td>
<td>Molloy College</td>
<td><a href="mailto:sprice@molloy.edu">sprice@molloy.edu</a></td>
<td>631-839-4381</td>
<td>210-436-3248</td>
<td>East Coast</td>
</tr>
<tr>
<td>Corwyn Ritch</td>
<td>St. Mary's University (Texas)</td>
<td><a href="mailto:critch@stmarytx.edu">critch@stmarytx.edu</a></td>
<td>830-822-0859</td>
<td>210-436-3248</td>
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### Softball

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation</th>
<th>Email</th>
<th>Mobile</th>
<th>Office</th>
<th>Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amber Barker</td>
<td>Albany State University</td>
<td><a href="mailto:amber.miles@asurams.edu">amber.miles@asurams.edu</a></td>
<td>214-457-6698</td>
<td>229-317-6235</td>
<td>SIAC</td>
</tr>
<tr>
<td>Todd Buckingham</td>
<td>Saginaw Valley State University</td>
<td><a href="mailto:tbluckin@svsu.edu">tbluckin@svsu.edu</a></td>
<td>812-661-9068</td>
<td>989-964-4968</td>
<td>GLIAC</td>
</tr>
<tr>
<td>Meghan Mullin</td>
<td>St. Edward's University</td>
<td><a href="mailto:meghanm@stedwards.edu">meghanm@stedwards.edu</a></td>
<td>512-820-6231</td>
<td>512-448-8494</td>
<td>Heartland</td>
</tr>
<tr>
<td>Les Stuedeman</td>
<td>University of Alabama in Huntsville</td>
<td><a href="mailto:stuedel@uah.edu">stuedel@uah.edu</a></td>
<td>256-679-4314</td>
<td>256-824-2204</td>
<td>Gulf South</td>
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### Swimming & Diving

<table>
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<tbody>
<tr>
<td>Lindsie Micko</td>
<td>Augustana University</td>
<td><a href="mailto:lindsie.micko@augie.edu">lindsie.micko@augie.edu</a></td>
<td>281-222-7112</td>
<td>605-274-4340</td>
<td>NSIC</td>
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### Tennis

<table>
<thead>
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<th>Email</th>
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<tbody>
<tr>
<td>Steve Barsby</td>
<td>Georgia College</td>
<td><a href="mailto:steve.barsby@gcsu.edu">steve.barsby@gcsu.edu</a></td>
<td>478-288-0006</td>
<td>478-445-1778</td>
<td>Peach Belt</td>
</tr>
<tr>
<td>Jenn Boehm</td>
<td>Saginaw Valley State University</td>
<td><a href="mailto:jsboehm@svsu.edu">jsboehm@svsu.edu</a></td>
<td>989-482-9099</td>
<td>989-964-7309</td>
<td>GLIAC</td>
</tr>
<tr>
<td>Greg Coache</td>
<td>Southern New Hampshire University</td>
<td><a href="mailto:g.coache@snhu.edu">g.coache@snhu.edu</a></td>
<td>603-496-2767</td>
<td>603-622-8811</td>
<td>NE10</td>
</tr>
<tr>
<td>Abby Davis</td>
<td>Arkansas Tech University</td>
<td><a href="mailto:adavis@atu.edu">adavis@atu.edu</a></td>
<td>479-970-8539</td>
<td>479-356-2033</td>
<td>Great American</td>
</tr>
<tr>
<td>Wade Morgan</td>
<td>Dallas Baptist University</td>
<td><a href="mailto:wadem@dbu.edu">wadem@dbu.edu</a></td>
<td>325-668-2956</td>
<td>214-333-6827</td>
<td>Heartland</td>
</tr>
<tr>
<td>Trina Slapeka</td>
<td>Holy Names University</td>
<td><a href="mailto:tslapeka@hnu.edu">tslapeka@hnu.edu</a></td>
<td>925-209-8066</td>
<td>510-436-1309</td>
<td>PacWest</td>
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**Tennis (cont.)**

<table>
<thead>
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<tbody>
<tr>
<td>Tina Tharp</td>
<td>West Chester University</td>
<td><a href="mailto:ctharp@wcupa.edu">ctharp@wcupa.edu</a></td>
<td>610-308-7646</td>
<td>610-436-3359</td>
<td>PSAC</td>
</tr>
<tr>
<td>Martha Brennan</td>
<td>University of Central Oklahoma</td>
<td><a href="mailto:mbrennan2@uco.edu">mbrennan2@uco.edu</a></td>
<td>715-307-2566</td>
<td>409-974-2128</td>
<td>MIAA</td>
</tr>
<tr>
<td>Lindsey Grasmick</td>
<td>Western State Colorado University</td>
<td><a href="mailto:lgrasmick@western.edu">lgrasmick@western.edu</a></td>
<td>719-252-7194</td>
<td>970-943-3259</td>
<td>RMAC</td>
</tr>
<tr>
<td>Kevin Adkisson</td>
<td>Central Washington University</td>
<td><a href="mailto:kevin.adkisson@cwu.edu">kevin.adkisson@cwu.edu</a></td>
<td>509-899-3927</td>
<td>509-963-1956</td>
<td>GNAC</td>
</tr>
<tr>
<td>Tommy Barksdale</td>
<td>University of Montevallo</td>
<td><a href="mailto:tbarksdale@montevallo.edu">tbarksdale@montevallo.edu</a></td>
<td>205-602-4633</td>
<td>205-665-6577</td>
<td>Gulf South</td>
</tr>
</tbody>
</table>
Track&Field/Cross Country (cont.)
Tony Nicolosi
California State University, East Bay
Email: tony.nicolosi@csueastbay.edu
Mobile: 727-452-9675
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Conference: CCAA

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Conference: SIAC

Volleyball (cont.)
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Email: jpacis@bentley.edu
Mobile: 617-908-2712
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Conference: NE10

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Conference: GLVC

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Mobile: 325-656-5827
Office: 325-486-6068
Conference: Lone Star

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Office: 206-281-2263
Conference: GNAC

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Email: mdillion@bluefieldstate.edu
Mobile: 434-251-8806
Office: 304-327-4263
Conference: Independent
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Emily Schmit
California State University, Monterey Bay
Email: eschmit@csumb.edu
Mobile: 510-703-9477
Office: 831-582-4471
Conference: CCAA

**Wrestling**
Austin DeVoe
Colorado School of Mines
Email: adevoe@mines.edu
Mobile: 573-289-1499
Office: 303-273-3374
Conference: RMAC

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Shelly Behrens, Millersville University of Pennsylvania.
Angie Bennett, Dardis Communications.
Rick Cole, Hofstra University.
Janet Judge, Holland and Knight.
Justin Patton, Justin Patton, LLC.

**NCAA STAFF**
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Maritza Jones, managing director of Division II.
Ryan Jones, associate director of Division II.
Ann Martin, assistant director of Division II.
Jill Waddell, executive assistant for Division II.
Lisa Rogers, administrative assistant for Division II.
Madison Arndt, governance intern for Division II.
Jill Willson, consultant for Division II.
Division II conducted its first membership census in 2013 as a way of obtaining input on the programs and services being provided, and on what strategic initiatives should steer the division’s future direction. The 2013 census not only helped inform the division’s 2015-21 strategic plan, but it also reiterated core values within the membership and, accordingly, helped shape policy and legislation to support those values in key operational areas. That first census was so useful that the membership agreed to conduct subsequent versions every five years.

The 2018 census was sent to 315 member institutions in January (current active members and those in the membership process; schools reclassifying to other divisions were not included). Distinct versions of the survey were sent to presidents/chancellors, athletics directors, other athletics staff members and conference staff. The surveys garnered 2,837 responses, 815 more than the 2013 census. Importantly, responses increased in almost every constituent group, especially in the coaches cohort, which included 635 more responses than in 2013.

The timing of the 2018 census is fortuitous, as input will help the Division II governance structure conduct a midterm assessment of the 2015-21 strategic plan and begin shaping its successor.

Following are highlights and key takeaways from each topic area in the 2018 census. A more complete summary of the census is located under the Strategic Plan tab at NCAA.org/D2.

### MEMBERSHIP CHARACTERISTICS

- Most members are familiar with working in Division II. The median number of years at a Division II institution or conference was 16 for FARs, 13 for ADs, 10 for presidents and conference staff, eight for compliance officers and athletics staff members, and six for coaches.
- The overwhelming majority of respondents said they can describe the philosophical differences among the three NCAA divisions.
- Members in all constituent groups say they value the strategic positioning platform.

#### Rank the top 5 characteristics of Division II that are of most value to you

<table>
<thead>
<tr>
<th>Characteristic</th>
<th>Pres./Chanc.</th>
<th>AD</th>
<th>Athl. Staff</th>
<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
<th>Conf. Staff</th>
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<tr>
<td>Strategic positioning platform</td>
<td>70%</td>
<td>69%</td>
<td>76%</td>
<td>67%</td>
<td>56%</td>
<td>82%</td>
<td>67%</td>
</tr>
<tr>
<td>Partial scholarship model</td>
<td>71%</td>
<td>65%</td>
<td>49%</td>
<td>58%</td>
<td>55%</td>
<td>66%</td>
<td>43%</td>
</tr>
<tr>
<td>Membership stability</td>
<td>52%</td>
<td>51%</td>
<td>56%</td>
<td>47%</td>
<td>60%</td>
<td>52%</td>
<td>51%</td>
</tr>
<tr>
<td>Community engagement</td>
<td>57%</td>
<td>46%</td>
<td>56%</td>
<td>64%</td>
<td>56%</td>
<td>64%</td>
<td>34%</td>
</tr>
<tr>
<td>Championships participation ratio</td>
<td>35%</td>
<td>61%</td>
<td>52%</td>
<td>55%</td>
<td>62%</td>
<td>29%</td>
<td>59%</td>
</tr>
<tr>
<td>Regionalization philosophy</td>
<td>46%</td>
<td>47%</td>
<td>44%</td>
<td>40%</td>
<td>49%</td>
<td>40%</td>
<td>43%</td>
</tr>
<tr>
<td>Division II membership diversity</td>
<td>44%</td>
<td>26%</td>
<td>45%</td>
<td>37%</td>
<td>40%</td>
<td>42%</td>
<td>20%</td>
</tr>
<tr>
<td>1 school, 1 vote</td>
<td>36%</td>
<td>48%</td>
<td>26%</td>
<td>45%</td>
<td>23%</td>
<td>42%</td>
<td>43%</td>
</tr>
<tr>
<td>Enhancement fund distribution</td>
<td>28%</td>
<td>37%</td>
<td>18%</td>
<td>27%</td>
<td>13%</td>
<td>12%</td>
<td>41%</td>
</tr>
<tr>
<td>Make-A-Wish partnership</td>
<td>6%</td>
<td>7%</td>
<td>22%</td>
<td>16%</td>
<td>19%</td>
<td>26%</td>
<td>7%</td>
</tr>
<tr>
<td>Media exposure opportunities</td>
<td>12%</td>
<td>9%</td>
<td>14%</td>
<td>10%</td>
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<td>6%</td>
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<td>Conference grant program</td>
<td>16%</td>
<td>17%</td>
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<td>15%</td>
<td>11%</td>
<td>18%</td>
<td>64%</td>
</tr>
<tr>
<td>Championship Festivals</td>
<td>5%</td>
<td>10%</td>
<td>14%</td>
<td>12%</td>
<td>16%</td>
<td>10%</td>
<td>21%</td>
</tr>
</tbody>
</table>

Note: Characteristics ordered by frequency of top 5 ranking by all respondents. Characteristics listed in top 5 most often in dark red; listed in top 5 more than 50% in light red.
More than three-fourths of ADs responding report either directly to the president/chancellor (65 percent) or to the provost or another VP (11 percent, up from 4 percent in 2013).

71 percent of ADs say that they have a written and documented strategic plan for athletics.

Conference offices believe they have a sufficient budget (91 percent of commissioners either strongly agreed or agreed), while athletics directors feel less so (36 percent either disagreed or strongly disagreed).

52 percent of ADs report being part of their president/chancellor’s leadership team.

Are you a member of your president/chancellor’s senior leadership team (cabinet)?

<table>
<thead>
<tr>
<th></th>
<th>AD</th>
<th>Athl. Staff</th>
<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
<th>Conf. Staff</th>
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<tr>
<td>Yes</td>
<td>52%</td>
<td>1%</td>
<td>2%</td>
<td>&lt;1%</td>
<td>3%</td>
<td></td>
</tr>
<tr>
<td>No</td>
<td>48%</td>
<td>99%</td>
<td>98%</td>
<td>99%+%</td>
<td>97%</td>
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Division II’s Life in the Balance model is the right way to approach intercollegiate athletics

<table>
<thead>
<tr>
<th></th>
<th>Pres./Chanc.</th>
<th>AD</th>
<th>Athl. Staff</th>
<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
<th>Conf. Staff</th>
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<tr>
<td>Agree/Strongly Agree</td>
<td>90%</td>
<td>87%</td>
<td>87%</td>
<td>90%</td>
<td>69%</td>
<td>96%</td>
<td>93%</td>
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<tr>
<td>Neutral</td>
<td>9%</td>
<td>9%</td>
<td>10%</td>
<td>7%</td>
<td>21%</td>
<td>3%</td>
<td>7%</td>
</tr>
<tr>
<td>Disagree/Strongly Disagree</td>
<td>1%</td>
<td>4%</td>
<td>3%</td>
<td>3%</td>
<td>10%</td>
<td>1%</td>
<td>0%</td>
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</table>

There appears to be some ambivalence regarding whether the Make It Yours brand enhancement has been fully embraced at the campus level. Between 36 percent and 43 percent in all categories picked “neutral” when responding to whether Make It Yours has established institutional pride.

There is agreement across all groups that it is important for the division to spend a portion of its annual budget to broadcast games offered through a regular-season media agreement.

Most respondents are not concerned about the status of Division II within the NCAA; however, many are worried about the current status of intercollegiate athletics overall.

The current status of Division II within the NCAA concerns me

The current status of intercollegiate athletics concerns me

While more people are aware of Division II resources than before, additional education is necessary. All groups generally agree that NCAA.org is an effective source for obtaining Division II materials.

There is decline in agreement from 2013 that communication from the national office to the Division II membership about the strategic positioning platform has been effective (presidents went from 76 percent strongly agree/agree in 2013 to 57 percent; athletics directors from 83 percent to 69 percent; athletics staff from 64 percent to 50 percent).
Most respondents across categories believe campus SAACs are organized, productive leadership groups that can influence change. However, respondents were 50-50 about whether SAAC members are more engaged in campus events than other students.

Members of the SAAC on my campus are more engaged in non-athletics campus events than other student-athletes

<table>
<thead>
<tr>
<th>Agree/Strongly Agree</th>
<th>Pres./Chanc.</th>
<th>AD</th>
<th>Athl. Staff</th>
<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
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<td>47%</td>
<td>55%</td>
<td>52%</td>
<td>45%</td>
<td>53%</td>
<td>57%</td>
<td></td>
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<tr>
<td>Neutral</td>
<td>40%</td>
<td>32%</td>
<td>29%</td>
<td>32%</td>
<td>34%</td>
<td>34%</td>
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<tr>
<td>Disagree/Strongly Disagree</td>
<td>12%</td>
<td>13%</td>
<td>19%</td>
<td>23%</td>
<td>13%</td>
<td>9%</td>
</tr>
</tbody>
</table>

When it comes to allocation of championships resources, increasing per diem is a priority among all groups. Respondents believe strongly that the student-athlete experience at the Division II National Championships Festival is worth the financial investment. This was especially true of those who had attended a National Championships Festival. There is strong support among all groups (though coaches were 50-50) for the regionalization model for Division II national championships.

Some respondents said they would prefer national bracketing over regional bracketing, but that changed when posed with the sacrifices national bracketing might cause.

I prefer national bracketing over regional bracketing

<table>
<thead>
<tr>
<th>President</th>
<th>AD</th>
<th>Athl Staff</th>
<th>Compliance</th>
<th>Coach</th>
<th>FAR</th>
<th>Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>60%</td>
<td>40%</td>
<td>20%</td>
<td>10%</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>

I prefer national bracketing over regional bracketing, even if that meant a reduction in bracket sizes or a decrease in travel party sizes

<table>
<thead>
<tr>
<th>President</th>
<th>AD</th>
<th>Athl Staff</th>
<th>Compliance</th>
<th>Coach</th>
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<th>Conference</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>80%</td>
<td>60%</td>
<td>40%</td>
<td>20%</td>
<td>10%</td>
<td>0%</td>
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</table>
Roughly 90 percent of athletics directors, compliance coordinators and conference staff say they understand the governance process and believe it accomplishes the goals and business of the division. However, only 49 percent of coaches say they understand the governance process and just 46 percent agree that it accomplishes intended outcomes.

Most respondents say their president/chancellor and AD are adequately involved in policy-making.

Across all groups, there is agreement that the current requirements to be considered an active Division II conference (eight schools in 2017; 10 in 2022) is appropriate.

More than 90 percent of respondents in almost every category either strongly agree or agree that Division II should retain the one-school/one-vote system of governance (athletics staff were at 74 percent and coaches were at 57 percent), and most constituents believe the Convention is a good use of their time.

**GOVERNANCE**

<table>
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<th>AD</th>
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<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
<th>Conf. Staff</th>
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<td>Too much involvement</td>
<td>4%</td>
<td>9%</td>
<td>15%</td>
<td>16%</td>
<td>27%</td>
<td>6%</td>
<td>4%</td>
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<tr>
<td>The right amount of involvement</td>
<td>81%</td>
<td>85%</td>
<td>76%</td>
<td>76%</td>
<td>65%</td>
<td>83%</td>
<td>93%</td>
</tr>
<tr>
<td>Too little involvement</td>
<td>15%</td>
<td>6%</td>
<td>9%</td>
<td>8%</td>
<td>8%</td>
<td>11%</td>
<td>3%</td>
</tr>
</tbody>
</table>

**DIVERSITY AND INCLUSION**

There is strong support across categories that athletics helps diversify the student body, and that institutions and their athletics departments support and foster a culture of diversity and inclusion.

Most respondents in all groups answered “true” or “somewhat true” to the question of whether the athletics department has representation on committees/task forces working on campus diversity and inclusion efforts.

Regarding a diversity and inclusion plan for athletics, 23 percent of athletics directors report that it is a stand-alone document for the athletics department, while 51 percent say it is part of the institution’s plan. Nine percent say they were unaware of a plan, and 7 percent said their institution/athletics department did not have one.

Respondents generally agree that NCAA programming is helping women and minorities advance in athletics administration.

**Current efforts and programming are providing women with the tools they need for advancement**

<table>
<thead>
<tr>
<th></th>
<th>Pres./Chanc.</th>
<th>AD</th>
<th>Athl. Staff</th>
<th>Compl.</th>
<th>Coach</th>
<th>FAR</th>
<th>Conf. Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agree/Strongly Agree</td>
<td>74%</td>
<td>87%</td>
<td>83%</td>
<td>76%</td>
<td>75%</td>
<td>76%</td>
<td>80%</td>
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<td>Neutral</td>
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<td>12%</td>
<td>13%</td>
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<td>22%</td>
<td>16%</td>
<td>13%</td>
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<tr>
<td>Disagree/Strongly Disagree</td>
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**Current efforts and programming are providing minorities with the tools they need for advancement**

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Note: The percentages in the above charts represent respondents who indicated they were aware of NCAA diversity and inclusion programming for women and minorities.
1. Grants Overviews.
   
a. **Coaching Enhancement Grant.** The Coaching Enhancement Grant is designed to provide financial assistance to Division II member institutions for the creation of new assistant coaching positions, with the intent to encourage access, recruitment, selection and the long-term success of ethnic minorities and women. The grant funding was restructured in 2016-17. Selected recipients receive three years of grant funds from the NCAA. The NCAA contributes $25,000 during the first year of funding for the salary and benefits of the hired assistant coach; $15,000 during the second year; and $8,000 in the third year. Recipients supply the complimentary funding toward the salary and benefits. Additionally, the NCAA provides $1,200 for each year of NCAA funding to emphasize the commitment to professional development. Participating institutions are required to maintain the position for a minimum of two years after grant funds are exhausted, preferably incorporating the position into their ongoing operations.

b. **Ethnic Minorities and Women’s Internship Grant.** 2018-2019 will be the third grant cycle. The Division II Ethnic Minorities and Women’s Internship Grant is designed to provide financial assistance to Division II conferences and member institutions committed to enhancing ethnic minority and gender representation in full-time, entry-level administrative positions. Selected recipients receive one year of grant funds, including $23,660 to be allocated toward the hired intern’s salary and $3,000 in professional development funding. Recipients must also contribute $3,700, at minimum, as an in-kind gift to the hired intern as outlined in their proposal.

c. **Strategic Alliance Matching Grant.** The Strategic Alliance Matching Grant provides funding for Division II institutions and conference offices to enhance diversity and inclusion through full-time, senior-level positions in athletics administration. Selected institutions and conference offices receive grant funding for three years, with diminishing contributions by the NCAA. The NCAA funds 75 percent of the position during the first year; 50 percent the second year; and 25 percent the third year. Participating institutions or conference offices are required to maintain the position for a minimum of two years after grant funds are exhausted, preferably incorporating the position into their ongoing operations.

2. **Eligibility.** For all grants, the position must be considered full time and the hired employee must identify as an ethnic minority and/or woman according to federal guidelines.
3. **Selection Committees.** The composition for the selection committee for each of the Division II diversity grants is listed below.

   a. **Coaching Enhancement Grant.**

      (1) DeDe Allen, University of Alaska Anchorage, Great Northwest Athletic Conference.
      (2) Marty Bell, Quincy University; Great Lakes Valley Conference.
      (3) Sherie Cornish Gordon, Albany State University; Southern Intercollegiate Athletic Conference.
      (4) Michael Grasso, Molloy College; East Coast Conference.
      (5) Sharod Williams, Conference Carolinas, *chair*.

   b. **Ethnic Minorities and Women’s Internship Grant.**

      (1) Merlene Aitken, Clayton State University; Peach Belt Conference, *chair*.
      (2) Jamie Purnell, California State University, Dominguez Hills; California Collegiate Athletic Association.
      (3) Jackie Paquette, University of Indianapolis; Great Lakes Valley Conference.
      (4) Jody Russell, Lock Haven University of Pennsylvania; Pennsylvania State Athletic Conference.
      (5) Darnell Smith, University of Central Oklahoma; Mid-America Intercollegiate Athletics Association.

   c. **Strategic Alliance Matching Grant.**

      (1) Kim Miller, Livingstone College, Central Intercollegiate Athletic Association.
      (2) Hayley Ross-Treadway, University of Illinois at Springfield; Great Lakes Valley Conference.
      (3) Erienne Roberts, Slippery Rock University of Pennsylvania; Pennsylvania State Athletic Conference.
      (4) William Sullivan, Mercy College; East Coast Conference.
      (5) Shelby Stueve, Seattle Pacific University; Great Northwest Athletic Conference, *chair*.

4. **2018 Selections.** The following institutions and conference were selected to receive the grants for the 2018-19 year:

   a. **Coaching Enhancement Grant.**

      (1) Barton College, Assistant Sports Performance/Nutrition Coach.
      (2) Concordia University-St. Paul, Assistant Track and Field Coach.
(3) Lake Superior State University, Assistant Track and Field Coach.
(4) Missouri Western State University, Assistant Women’s Soccer Coach.
(5) Northwood University, Assistant Men’s and Women’s Golf Coach.
(6) Winona State University, Assistant Soccer Coach.
(7) University of Mount Olive, Assistant Softball Coach.

b. **Ethnic Minorities and Women’s Internship Grant.**

(1) Chestnut Hill College, Athletic Communications and Community Engagement Intern.
(2) Rocky Mountain Athletic Conference, Assistant Director of Internal Operations and Championships.
(3) Clayton State University, Facilities and Event Management Intern.
(4) Lake Erie College, Special Events and Student-Athlete Enhancement Intern.
(5) Lake Superior State University, Athletic Marketing and Communications Intern.
(6) University of Virginia’s College at Wise, Athletic Marketing and Promotions Intern.

c. **Strategic Alliance Matching Grant.**

(1) Ashland University, Director of Academic Support Services for Athletics.
(2) Georgian Court University, Assistant Athletics Director-Operations.
(3) Lenoir-Rhyne University, Assistant Athletic Director for Creative and Digital Media.
(4) Mercyhurst University, Assistant Director of Student Health and Wellness.
(5) Fort Hays State University, Director of Student-Athlete Academic Services.
(6) Albany State University, Business Manager.
(7) Dixie State University, Assistant Athletic Director-Student-Athlete Services (deferred to 2019-20).

5. **2018-19 Budget Distribution.**

a. **Coaching Enhancement Grant.** The budget for the Division II Coaching Enhancement Grant for 2018-19 is $370,000. The projected total spent for all these classes for 2018-19 is $342,800, with $280,000 being spent on salaries for these classes and $22,800 on professional development. [Note: surplus for the 2018-19 budget is due to the grant restructuring; it is anticipated that no surplus will occur after the 2018-19 cycle.]

b. **Ethnic Minorities and Women’s Internship Grant.** The budget for the Division II Ethnic Minorities and Women’s Internship Grant for 2018-19 is $180,000. The projected total spent for 2017-18 is $146,612 with $118,300 being spent on salaries,
$15,000 on professional development and $12,500 on the required orientation. The additional funding received from the Planning and Finance Committee will fund a sixth internship position in 2018-2019.

c. **Strategic Alliance Matching Grant.** The budget for the Division II Strategic Alliance Matching Grant for 2018-19 is $625,000. The projected total spent for all three currently funded classes for 2018-19 is $624,836.10, with $554,336.10 being spent on salaries for all three currently funded classes and $70,500 on professional development.

6. **2019-20 Proposal Submission Information.** Proposals for the 2019-20 selection cycle may be submitted starting Friday, September 14, 2018, and must be submitted not later than Wednesday, January 30, 2019, via the NCAA Program Hub.

7. **NCAA Staff Liaison.** For more information regarding the Division II diversity grants, contact Ali Teopas, assistant director of leadership development via e-mail at (ateopas@ncaa.org) or phone (317/917-6711).
Enhancing Campus Conductivity

Resources for Faculty Athletics Representatives to Engage in Conversations about Intercollegiate Athletics

Executive Summary

While efforts to communicate the value of intercollegiate athletics have improved the perceptions of college sports within certain external publics, a recent study indicates work still needs to be done closer to home – with campus faculty and staff.

The NCAA in 2016 surveyed a range of stakeholders and constituents about whether they thought college sports provides opportunities for student-athletes, prioritizes student-athlete well-being, is committed to academics, and is committed to fairness. In all cases, the lowest ratings for these questions were from faculty and staff. In parsing out the data further, it was obvious that faculty had the least positive perception about the value of college sports. While ratings were generally higher for Division II faculty and staff, respondents still thought that college sports, as an entity, is mainly motivated by making money.

Accordingly, participants at the 2017 Division II FAR Advanced Institute developed a resource to help FARs talk with their campus colleagues to explain how intercollegiate athletics benefits both the student-athlete participants and the institutions themselves.

The resource focuses on “enhancing conductivity on campus” – initiating effective dialog with campus constituents about the value of college sports in the educational experience. The document, composed by FARs with contributions from members of the Division II Student-Athlete Advisory Committee, identifies the following four areas in which FARs can help move the needle locally on the perceptions of intercollegiate athletics:

Section 1: FAR Relationships with Faculty

Among the FAR’s responsibilities is to communicate the benefits of athletics to the faculty:

- How athletics aligns with the institution’s educational mission
- How athletics participation benefits student-athletes (teamwork, self-discipline, builds life skills, collaboration with colleagues from different backgrounds, etc.)
- How student-athletes increase the overall profile of the student body (academic success, diversity, regional/national exposure for the institution, etc.)

Key takeaway: Regardless of the category, be it academic achievement, community engagement, campus leadership, university ambassadorship – however you rank your student body, student-athletes will almost certainly populate the top tier. Faculty who interact with student-athletes know this firsthand and should advocate that fact to colleagues and other campus constituents who may doubt athletics’ positive influence on the university as a whole.
Section 2: Communicating the Role of the FAR with University Administration

The FAR plays a key role in ensuring the academic integrity of the intercollegiate athletics program at every Division II college or university, facilitating institutional control of intercollegiate athletics and enhancing the student-athlete experience. As neither a member of the athletics department nor the institution’s administration, the FAR holds a unique position as an independent voice in the management and oversight of college athletics.

Key Takeaway: FARs should advocate for student-athletes to the following:

- President/Chancellor
- Provost/Vice President of Academic Affairs/Chief Academic Officer
- Vice President of Student Affairs/Dean of Students
- Enrollment Management
- Communications/Public Relations
- Social Equity/Title IX/ Diversity

Section 3: Engaging with the Athletics Department

The effective functioning of the FAR depends on having positive working relationships with various constituencies across campus. The relationship between the FAR and the athletics department is especially crucial.

Key Takeaway: FARs should connect regularly with:

- Director of Athletics
- Senior Woman Administrator
- Coaches
- Student-Athlete Advisory Committee (SAAC)
- Director of Compliance
- Sports Information Director
- Athletic Training Staff

Section 4: The FAR and Student-Athletes

Student-athletes play an integral role on today’s college and university campuses. They contribute to a vibrant campus life and in some cases are the lens through which many view the university. Yet it’s crucial that guidance and direction be provided to student-athletes. FARs can help ensure and advocate for student-athlete well-being, academic integrity and fairness within the athletics department.

Key Takeaway: To engage and develop trust with student-athletes:

- Become more involved with SAAC, which provides an opportunity to meet student leaders in each sport.
• Attend athletics competitions, including occasional travel with teams.
• Take advantage of technology to engage with student-athletes.
• Accompany student-athletes during community engagement activities.
• Set aside and publicize office hours for student-athletes.
• Post a video explaining the role of the FAR and how student-athletes can get in touch.
• Visit practice sessions or meet with teams.
• Congratulate student-athletes on their various accomplishments.
Enhancing Campus Conductivity
Resources for Faculty Athletics Representatives to Engage in Conversations about Intercollegiate Athletics

At the 2016 FAR Fellows Institute, attendees heard for the first time about a report on the NCAA study of perceptions of college sports. The survey asked participants questions about whether they thought college sports provides opportunities for student-athletes, prioritizes student-athlete well-being, is committed to academics, and is committed to fairness. In all cases, the lowest ratings for these questions were from faculty and staff. In parsing out the data further, it was obvious that faculty had the least positive perception about the value of college sports. While ratings were generally higher for Division II faculty and staff, respondents still overwhelmingly thought that college sports, as an entity, is mainly motivated by making money. This suggests that the respondents are equating college sports with the NCAA.

For this reason, the steering committee for the 4th NCAA Division II FAR Advanced Institute determined that the focus should be on enhancing conductivity on campus – developing resources to initiate effective dialog with campus constituents about the value of college sports in the educational experience. Prior to the Institute, the team worked with Michael Miranda of the NCAA research department to develop a pilot survey aimed at investigating the faculty attitudes in more detail. This was administered to small groups of faculty on campuses of the Institute participants. Perceptions about the respondents’ institutions were more favorable than their thoughts about the NCAA. This survey will be administered more widely in the future, but it provided useful information to guide our work during the Advanced Institute September 29-October 1, 2017.

Participants at the Institute included 17 faculty athletics representatives (including four FARs from the steering committee) and four Division II Student-Athlete Advisory Committee members. Amy Dunham, managing director of strategic communications at the NCAA, provided guidance for the participants as she discussed some critical talking points about a compelling direction for college sports:

Student-athletes finish school with more than just athletics experiences. In addition to emphasizing academic standards so student-athletes receive a quality education, playing college sports develops leadership, teamwork, discipline and resilience – skills that build success in the workplace and in life.

Participants considered ways to relay the NCAA priorities for student-athletes of academics, well-being, and fairness and the notion of providing college sports as a
pathway to opportunity. Four working groups were formed to draft components of a resource to build upon the previous Advanced Institute products and help FARs initiate strategic conversations with campus constituents.

As faculty members, FARs must first support the main mission of their college or university. But they can also help to communicate to different audiences how intercollegiate athletics aligns with the institution’s educational mission. This resource focuses on “enhancing conductivity on campus” – initiating effective dialog with campus constituents about the value of college sports in the educational experience. It is not meant to add work to the already long list of FAR duties, but rather, to help foster communication and build trust with the various stakeholders that FARs must routinely work with to effectively do their job.

This product contains sections that differ in style and focus, reflecting the need to approach different constituencies uniquely. Included are some case studies and scenarios with related talking points for teams of campus constituents to consider. In addition, there are some sample worksheets and discussion points in the appendices that FARs could apply with any group of stakeholders on campus.

Section I: FAR Relationships with Faculty

Section II: Communicating the Role of the FAR with University Administration

Section III: Engaging with the Athletics Department

Section IV: The FAR and Student-Athletes

Section V: Appendices
Section I.
Faculty Athletics Representative Relationships with Faculty

Introduction

The presence of the student athlete (SA) at Division II institutions supports the objectives of the academic mission. The values associated with athletics participation include passion, leadership, dedication to community, teamwork and persistence. Specific **benefits to the individual** student-athlete are the development of discipline, maturity, tolerance and time management. Specific **benefits to the institution** consist of the positive impact of SAs in classroom, on brand, graduation rates, retention, community service, institutional visibility, alumni connections, and campus spirit and camaraderie (NCAA, "Value of College Sports"). FARs should actively strive to communicate these benefits to other faculty, while also creating procedures and ensuring the availability to work with faculty on difficult cases involving student-athletes. While there are some serious concerns associated with athletics, the high-profile violations of NCAA regulations and reports of other disturbing issues involving student-athletes or athletics staff, should not distort or dominate the reality of the value of athletics. FARs can also help facilitate frank conversations about concerns that exist about college sports and work with the campus community to consider potential solutions to such challenges.

**Benefits from Participation for the Student-Athlete**

Student-athletes are well known for their time management skills, strong work ethic, self-esteem, self-confidence, self-discipline and maturity. Additionally, they develop a lifetime pattern of health and wellness. Further, through their teams they cultivate a respect for people from diverse religious, ethnic and national origin backgrounds. In competition, they often meet SAs from other geographical regions and benefit from these contacts and experiences. They develop a collective identity as well as understand the possibility of possessing multiple identities – student, athlete, teammate, captain, community volunteer. This is particularly notable at the beginning of their collegiate career when a team’s orientation and support help the student’s acclimation to college life. Division II SAs are more likely to be first generation students than either DI or DIII (NCAA, "Research, First in their Family"). Student-athletes are afforded opportunities to earn scholarships, helping to increase retention rates. The experience of an intercollegiate athletics experience along with an education offer immeasurable value in terms of generating mutual respect, creating a sense of unity and understanding that otherwise would not be possible for many students.

Participation in athletics can introduce student-athletes to career opportunities, not only through alumni, but also various NCAA internships and postgraduate scholarships (e.g., [http://www.ncaa.org/ncaa-postgraduate-scholarship-program](http://www.ncaa.org/ncaa-postgraduate-scholarship-program)).
The benefits of athletics participation then establish a platform for lifelong well-being. The **Gallup-Purdue Index Report** entitled “Understanding Life Outcomes of Former NCAA Student-Athletes” highlights that former student-athletes thrive at various dimensions of well-being that surpass the general post-collegiate population. These include purpose, social, community and physical well-being. Especially notable is the willingness of former student-athletes to contribute to the community, thereby creating social capital and civic trust. Additionally, their heightened sense of purpose enables them to achieve higher levels of workplace engagement than former non-student-athletes. Not only is the former student-athlete more content in and passionate about the workplace, but such attitudes probably contribute to the employers’ success and co-workers’ happiness.

**Benefits for the Academic Classroom**

Faculty members benefit from student-athlete enrollment in their courses. They often bring to the classroom higher GPAs than non-student-athletes, suggestive of their maturity, discipline and work ethic. While they might miss class for competitions in season, they nonetheless tend to be active participants who are willing to take risks and share ideas about assignments and readings. They frequently serve as group leaders and are well positioned to lead a team, knowing how to identify the assets other individuals bring to the group. Their outgoing nature and energy is a plus. Their peers often look to them for guidance, and they can serve as a powerful role model. They bring the life of the campus into the classroom, sharing experiences of games and practices. To the extent an institution is relatively homogeneous, student-athletes might introduce diversity of perspective, class or ethnicity.

A valuable reference about student-athletes and academic integrity was published by the American Council on Education in 2016: [The Student Athlete, Academic Integrity, and Intercollegiate Athletics](#).

**Benefits for the Institution:**

Athletes represent the institution, and the general public often associates a university with its athletics programs. Athletics can support collegiate traditions, connect with alumni and motivate potential donors. Further, athletics often helps attract potential students and then retain enrolled students ([NCAA, "Division II"](#)). Participation in athletics introduces SAs to a specific support network on campus that can include coaches, trainers and athletics academic staff, thereby potentially relieving demand on other campus services. This is especially notable in relation to the collegiate adjustment process, during which participation on a team can help ease the transition from high school to college.
The Role of the FAR in the Communication of the Value of Athletics

One of the responsibilities of the FAR is to communicate the benefits of athletics to the faculty. The FAR’s emphasis should include the significance of athletics to the institutional mission. The FAR further must tie the presence of student-athletes to the success of the institution. Effective means of communication include: speaking at new faculty orientation, reporting at faculty meetings, suggesting syllabi guidelines for SA absences, periodic email reminders of relevant policies, establishing positive relationships across department faculties, and particularly connecting with adjuncts regarding institutional policies and expectations related to athletics. While the FAR should be careful to maintain their focus in the faculty and remain independent from the athletics program, they still might participate in the promotion of faculty involvement in athletics such as faculty attendance at sports events. An important role of the FAR is to explain NCAA policies related to eligibility and compliance to faculty colleagues and advisors. FARs also can share NCAA resources, policies, and opportunities with other faculty members. For example, recent publications on SA well-being, mental health, concussions and sexual assault can be informative to all faculty members. Additionally, the FAR should work with other faculty members to identify and assist SAs in the application for NCAA postgraduate fellowships, graduation completion scholarships and internships (NCAA, "What We Do: Academics").

To communicate well with faculty members, the FAR must maintain a regular relationship with the school’s Student-Athlete Advisory Committee, the academic advisors, coaches, and the athletics academic advisors (where present). In this way, the FAR becomes a channel of understanding between athletics and academics, thereby best serving the SAs, as the FAR communicates the benefit of athletics for the academic mission. SAs also gain understanding of the FAR resource and value for their own academic success. FARs possess the knowledge to convey to SAs the variety of academic resources available including tutoring, writing centers, academic advising, counseling services, career services, accommodations center and scholarship services. The role of FARs, however, is limited; FARs should not interfere in faculty grading decisions, investigate sexual harassment, or the internal workings of the athletics department.

The FAR and Academic-Athletics Conflicts

While athletics benefits an academic institution, instances of academic-athletics conflict may develop. The FAR should maintain institutional integrity and academic primacy in these cases. Such an approach is not only consistent with the FAR’s role but additionally will maintain the FAR’s legitimacy, credibility and independence. The preferable approach is to actively establish policies and procedures, but some cases will occur which the FAR must mediate.

One issue involves the costs of Division II athletics programs. While the FAR might not have sufficiently detailed financial information to defend athletics spending, the
FAR can explain the benefits of these programs for students and the institution. Reports such as “Understanding Life Outcomes of Former NCAA Student Athletes,” and Champion Magazine’s “Debunked” (Winter 2015), as well as the institutional ASRs can provide evidence for the benefits. FARs also can identify SA average GPAs and retention rates.

A second issue is the objective of guaranteeing equal access to all majors and courses for SAs. SAs should not be asked or required to change a major or delay a course due to practice. Coaches should not be involved in academics and course selection. FARs should assure faculty members and advisors that this is not an appropriate role of coaches, and under such instances the FAR should be contacted. (Likewise, SAs should inform FARs under such circumstances.)

Additional information FARs should share with faculty colleagues involves the many demands that SAs must juggle, including practice, classes, study, work and volunteering (NCAA, "Health and Safety").

FARs increasingly understand that most SAs lack sufficient sleep. FARs also should be prepared to explain to faculty members best practices associated with “return to learn” (and advocate if necessary) for students who suffer concussions (NCAA, Sports Science Institute, "Concussion"). On campuses where trainers contact faculty members regarding injured SAs, the FAR should be copied so that they are positioned to answer questions.

Indeed, given the many demands of SAs, they might need preferential treatment for registration, absences or exams. Depending upon the specific situation at an institution, FARs might advocate for policies for SAs. Perhaps at certain institutions it is wise to suggest such policies apply not only to SAs but to other students who have extensive and intensive commitments to the institution. When such preferences are not available, the FAR should seek solutions with individual faculty members in cases where SAs need to enroll in a filled course, miss a class or lab, or miss an exam. Solutions might include offering to proctor an exam, or contacting the FAR at another institution to proctor an exam in cases in which the SA will be traveling for competition.

In all these instances, the FAR should realize that Division II supports life in the balance, and opportunities for both athletics and academic development. Moreover, the work of the FAR varies depending upon the resources of the athletics department and the context. FAR responsibilities and the relationship with the faculty will differ given whether the institution is large/small, public/private, liberal arts/professional, commuter/residential, and reporting lines. FARs must maintain life in the balance, too! In this case it is the balance between athletics and academics. How do FARs maintain their independence from athletics departments but maintain their approachability for SAs? FARs might hold some office hours in
the athletics building. They also might attend preseason compliance meetings, practices, student-athlete awards ceremonies, and competitions. FARs should keep at the forefront, however, the focus on institutional integrity, the academic mission and SA well-being.

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Section II: Communicating the Role of the FAR with University Administration

The faculty athletics representative plays a key role in ensuring the academic integrity of the intercollegiate athletics program at every NCAA college or university, facilitating institutional control of intercollegiate athletics and enhancing the student-athlete experience. As neither a member of the athletics department nor the institution’s administration, the FAR holds a unique position as an independent voice in the management and oversight of college athletics.

Articulating the Role of the FAR

The FAR is empowered by the NCAA to participate in administrative processes that affect the student-athlete experience. The specific scope of duties and responsibilities vary across divisions and institutions, just as institutions themselves vary in the composition of their administration. Often the largest challenge for the FAR and institution is to define the means by which the FAR can best advocate for the student-athletes, faculty, and mission of the university or college. In order to represent these constituencies, the FAR should be in constant communication with appropriate administrative offices and personnel.

Common to all FARs is that they ultimately report to the president or CEO of their respective institutions. Beyond this, however, the complex structures and channels of the administration can be difficult to navigate. Nonetheless, the FAR should be communicating with a number of constituencies within the administration and directly involved in decision-making processes. There is no ideal model for how the FAR should be communicating with the administration, nor is there a single method determining the FAR’s role in university governance.

The Worksheet

Much of the work of the FAR is articulating the formal and informal roles, responsibilities and expectations within their institutions. The worksheet below provides a template for better defining the unique position of the FAR at your institution within the unique organization of your administration. The worksheet also offers possible models for initiating effective communication with and across appropriate administrative entities.

Complete the worksheet by answering the following questions about six “offices” in administration that are most frequently represented in varying forms in the management of intercollegiate athletics:

- President/CEO
- Provost/Vice President of Academic Affairs/Chief Academic Officer
What is the org chart of your institution? How do the six administrative offices report to and communicate with one another?

Who does the athletics director report to? How often? In what form?

Which office speaks most frequently when it comes to athletics and/or student-athlete concerns?

Within each office, who speaks most frequently when it comes to athletics and/or Student-athlete concerns?

How familiar is each office with the role and duties of the FAR at your institution?

What are each office's expectations for the role and duties of the FAR in effectively overseeing the concerns of athletics and/or student athletes?

What resources and information can you provide to help these administrative offices more effectively do their job as it pertains to athletics? To student-athlete concerns?

In what ways is each office not communicating with the FAR? In what ways is each office not communicating with each other about concerns related to athletics and/or student-athletes?

How often does each office discuss athletics positively? How often does an office discuss athletics or student-athletes negatively, or only in the context of damage control?

**Discussion Points for Communicating Effectively with University Administration**

The answers to the above questions will help articulate the role, as well as opportunities, of the FAR within the administration at your university. Below you will find a list of topics that are frequently points of communication between FARs and the six administrative offices. Whether these topics are relevant or appropriate to the FAR at your institution will depend on the answers you have provided above. Additionally, the following topics of communication do not represent a “to do” list for the FAR. Rather, they are discussion points designed to foster possibilities for further involvement and exchange. Many of these topics are relevant across multiple offices. Likewise, some are regularly addressed in formal structures, such
as committees or scheduled reports, while others will be covered in informal meetings and conversations.

- **Office of the President**
  * Legislation (NCAA, conference, university policies)
  * Student-athlete well-being
  * Compliance/institutional integrity
  * Academic integrity
  * Campus initiatives as they pertain to athletics and/or student-athletes
  * Reporting student-athlete academic success
  * Share the FARA resource entitled “What College Presidents Need to Know About FARs”

- **Provost/VP of Academic Affairs/Chief Academic Officer**
  * Academic integrity
  * Academics-athletics balance
  * Priority registration (conflict resolution scheduling)
  * Course offerings/scheduling conflicts
  * Retention and persistence
  * Academic programming/curriculum
  * Advising
  * Academic support services for student-athletes

- **VP of Student-Affairs/Dean of Students**
  * Student discipline/conduct
  * Inclusion/diversity
  * Housing/meals
  * Student-athlete health
  * International students
  * Retention/persistence
  * Advising
  * Practice and/or competition facilities

- **Enrollment Management**
  * Admissions
  * Financial aid
  * Recruitment
  * Progress toward degree
  * International students
  * Transfer certification
• Communications and Public Relations
  * Visibility of student-athlete academic success
  * Visibility of student-athlete community involvement
  * Visibility of faculty engagement with student-athletes
  * Boosters/foundation activities
  * Relations with local media

• Social Equity/Title IX/ Diversity
  * Recruitment of faculty, staff and students
  * Compliance (Title IX, EEOC, Affirmative Action)
  * Student-athlete well-being/inclusion
  * Educational programs (diversity awareness, sexual harassment training,
  * Safe Zone training, etc.)
  * Investigations

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Gary Brown, NCAA
Section III: Engaging with the Athletics Department

The effective functioning of the FAR depends on having positive working relationships with various constituencies across campus. The relationship between the FAR and the athletics department is especially crucial. FARs should connect regularly with different members of the athletics department, including the director of athletics, senior woman administrator, coaches, student-athlete advisory committee (SAAC) president, director of compliance, sports information director, and the athletic training staff.

The relationship is different between the FAR and each of the members of the athletics department. However, each of these relationships must involve a mutual understanding of roles and expectations, as well as the mutual support, of the FAR and the members of the athletics department. This section will explain the importance of these relationships, provide talking points to facilitate conversations and relationship development, and offer some case studies to prompt discussion of these important issues.

Director of Athletics

The director of athletics (AD) is the face of athletics and oversees the other roles in the athletics department. The AD sets the tone for the culture of the athletics department as it supports the student-athletes and the overall mission of the university. The FAR is responsible for advocating for the interests of student-
athletes, which involves working closely with the AD in maintaining a sound academic culture. The relationship between the FAR and AD is a primary focus and can be depicted as the foundation of a triangle with the university CEO serving as the apex.

There are several opportunities for FARs to collaborate with ADs in enhancing the overall success of student-athletes. For example, the FAR and AD should meet regularly to discuss various concerns between academics and athletics. One topic of discussion is faculty concerns. It is the responsibility of the FAR to inform the AD of valid concerns of the faculty in order to address the coaching staff, as needed. In addition, a discussion on the concerns of the SAAC, as well as concerns of individual student-athletes, should be examined. Further discussion could be related to problems between coaches and student-athletes. In addition to bringing forward concerns to the AD, the FAR should also listen to concerns brought forward by the athletics department. Among those already listed, an active and continued conversation about items discussed at conference and NCAA meetings regarding implementation of needed changes or enhancement of strengths is a necessary part of this relationship. In all of these discussions, it is important for the FAR to maintain a perspective that is independent from that of the AD so as to avoid perceptions of bias. FARs must maintain their independence as they collaborate with the AD.

**Recommendations for FAR:**
- Meet regularly with the AD
- Inform the AD of valid faculty concerns
- Discuss student-athlete concerns
- Listen to the concerns of the AD
- Discuss items from conference and NCAA meetings
• Maintain independence to avoid the perception of bias

Senior Woman Administrator
The NCAA defines the senior woman administrator (SWA) as “the highest ranking female in each NCAA athletics department or member conference...The designation is intended to enhance representation of female experience and perspective” at the institution (http://www.ncaa.org/about/resources/inclusion/senior-woman-administrator). The relationship between the FAR and the SWA can be important insofar as it pertains to matters involving compliance, student-athlete eligibility, gender equity, and/or student-athlete well-being.

The FAR should meet with the SWA to provide another line of communication for the SWA to express her views regarding strengths and challenges of the athletics program. The FAR and SWA should meet as necessary to maintain an open line of communication involving this important voice from the athletics department.

Recommendations for FAR:
• Establish an open line of communication with the SWA
• Encourage the sharing of ideas regarding compliance, student-athlete eligibility, gender equity, and student-athlete well-being

Coaches
Coaches are an excellent source of mentorship for the student-athletes on their teams. The FAR and coaches should collaborate regarding the well-being of student-athletes. The FAR should meet with coaches to discuss administrative and academic policies at the university, conference and national level. FARs should be encouraged to attend athletics department meetings in order to foster two-way communication. FARs and coaches should communicate about the new Online Coaches Education Program available via Division II University on NCAA.org. This new system replaces the previous coaches recruiting exam and will be the standard for providing education related to recruiting and student-athlete well-being in the future. Additionally, FARs should talk with coaches about establishing a protocol for student-athlete absences before they occur, and FARs should educate coaches on the advising process and the implications for compliance and student-athlete eligibility.

The most recent FAR Study Report found that “most FARs believe that their coaches behave ethically and have the SA’s best interests in mind. However, they believe that their coaches do not always listen to what their SAs have to say” (Supplemental Tables 55a – 55g, FAR Study Report).
**Recommendations for FAR:**

- Discuss administrative and academic policies at the university, conference and national level
- Attend athletics department meetings
- Communicate about the new Online Coaches Education Program
- Educate regarding the effects of advising student-athletes

**Student-Athlete Advisory Committee (SAAC) President**

The relationship between the FAR and SAAC president is vital to the FAR’s role as an advocate for student-athletes because it helps the FAR understand the perspective of the student-athletes. Beyond understanding the student-athlete voice, the FAR is the link to pathways of opportunity for student-athletes. The FAR has the opportunity to inspire dialogue about the relationships the student-athlete population may have among each other, as well as the student body as a whole. FARs should also discuss the need for developing life and professional skills (e.g., resume building, mental well-being, university deadlines, NCAA regulations, communication etiquette), as well as scholarship and other developmental opportunities. FARs should also ask about student-athlete achievements that may not be recognized (e.g., internships, research, scholarships, other successes) to showcase the diverse achievements of student-athletes and their impact on the university as a whole. Feedback should be sought by asking whether the advising needs of student-athletes are being met. Lastly, to enhance faculty and athletics relationships the FAR can help SAAC in the recognition of faculty and their support for student-athletes.

**Recommendations for FAR:**

- Advocate for student-athletes
- Provide pathways of opportunity for student-athletes
- Discuss the need for developing life and professional skills
- Showcase the diverse achievements of student-athletes and their impact on the university
- Foster the recognition of faculty for their support for student-athletes

**Director of Compliance**

Compliance officers work to ensure the integrity and fairness of athletics programs in accordance with NCAA guidelines and legislation. FARs and compliance officers must work closely together to monitor the academic progress and eligibility status of student-athletes. In order for the FAR and compliance officer to work together, they must have an understanding of each other’s duties and responsibilities, including standard operating procedures for academic and financial reporting. Another component of the relationship between the FAR and director of compliance is the reporting of NCAA violations. As the legislative expert of the athletics department, the director of compliance should educate the FAR on changes in
legislation and relevant information regarding the academic eligibility requirements of student-athletes. The FAR then serves as a check and balance to ensure accurate information is reported and all guidelines are being followed. By working together in this fashion, a feeling of trust and confidence in performance can be established.

**Recommendations for FAR:**

- Develop an understanding of each other’s duties and responsibilities
- Become educated on changes in legislation and relevant information regarding the academic eligibility requirements of student-athletes.
- Serve as a check and balance
- Establish a feeling of trust and confidence

**Sports Information Director (SID)**

The relationship between the FAR and the SID is important to promote the academic achievements and professional communication of student-athletes. By working together, the SID and FAR can publicize the academic achievements of student-athletes, develop profiles of student-athletes who accomplish extraordinary things in and out of the classroom (e.g., internships, research projects, scholarships), provide examples of the positive influence of faculty on the success of student-athletes, and help student-athletes to produce positive social media messages and engage in effective professional communication with the faculty, administration, coaches, community members and members of the media.

**Recommendations for FAR:**

- Work with SID to publicize academic achievements and accomplishments of student-athletes and the influence of faculty on success
- Help student-athletes produce positive social media messages and effective professional communication

**Athletic Training Staff**

The athletic training staff is an integral component to the physical and mental well-being of student-athletes. When an athlete incurs an injury (e.g., concussion, debilitating injury, illness), it is important for the athletic training staff to communicate pertinent information to the appropriate campus office for student support and accommodations. It is a good idea if the FAR is included on communications regarding the athlete’s prognosis, specifically “return to learn” status. In the event that a student-athlete must miss classes due to injury or illness, the FAR may play an important role in ensuring that the appropriate faculty are notified of such absences so that student-athletes receive fair treatment from faculty in terms of appropriate accommodations, including the opportunity to make up missed work. The importance of this is documented by the CARE Consortium study launched in 2014, which found that “student-athletes are
returning to play an average of 14.3 days after suffering a concussion.” This amount of time would be similar for returning to learn. The FAR should work with the athletic training staff to ensure the stepwise progression of returning to academics is followed as described in the guidelines developed by the Sport Science Institute. The athletic training staff can also be a valuable asset in the education of faculty regarding the necessity of appropriate recovery time following certain injuries and illnesses. Developing a positive relationship between the FAR and athletic training staff can help facilitate this education. FARs are encouraged to initiate conversations with their athletic training staff to help develop these relationships in hopes of protecting the physical and mental well-being of student-athletes.

**Recommendations for FAR:**

- Advocate for fair treatment in the case absence of student-athletes due to injury or illness
- Assist in the education of faculty regarding recovery requirements
- Initiate conversations in order to protect the physical and mental well-being of student-athletes
CASE STUDY 1

Dr. Willy Nilly is the FAR at Raccoon University. During his time as the FAR, he has worked with two SIDs. In his efforts to promote the achievements of student-athletes at Raccoon University, Dr. Nilly suggested to the first SID that s/he publish a list of student athletes who were on the Dean's List of the various colleges. The SID responded to Dr. Nilly that publishing such a list was unnecessary because the various colleges already published their Dean's List that included the names of the various student athletes. Dr. Nilly replied that although the names of student-athletes were listed in the college Dean's Lists, their status as student-athletes was not indicated, so no one knew they were student-athletes. The SID still saw publishing a separate list for student-athletes as unnecessary and did nothing about it. Dr. Nilly did not offer any more suggestions to the SID and did little to work with him/her in the future. The first SID subsequently left and a new SID was hired. Dr. Nilly again approached the new SID about publishing a list of student-athletes who were on the Dean's List of the various colleges. The new SID thought it was a great idea and immediately published a list of student-athletes on the Dean's List and placed it on the athletics department website and also sent a press release to the local newspapers. The SID subsequently met with Dr. Nilly about other ideas to promote student-athletes, which led to several projects, including the production of student profiles for student-athletes who received prestigious scholarships. The SID and Dr. Nilly have a wonderful working relationship to the benefit of both the SID and the FAR.

Talking points:

1. What was the problem between Dr. Nilly and the first SID?
2. What, if anything, can be done to improve the relationship?
3. Why is the relationship between Dr. Nilly and the second SID better?
4. What is/are the differences between the two relationships?
5. How does a FAR build an ideal relationship with the SID?
CASE STUDY 2

Sally Ann and Junabeth are student-athletes on the bowling team at the University of Hard Box. They come into the training room every day before practice to get their wrists taped. While they are in the training room, they overhear a student-athlete talking to her peers about Professor Nit Picky giving her a zero on a major research paper that was due while they were attending an out-of-town competition. She tells her peers that she attempted to submit the assignment via email, but that the wifi at her hotel did not allow her to do so. Sally Ann and Junabeth notice that the student-athlete appears upset and stressed because she believes that the professor is going to fail her for the class. She goes on to say that she tried to talk to Professor Picky, but he told her his policy, as stated in his syllabus, is that if you miss the deadline for this major assignment (worth 50 percent of the course grade), you will receive a zero for the assignment and fail the course. She begins to cry and says that if she fails the course, she will be ineligible for competition next semester. Sally Ann and Junabeth encourage the student to talk to the FAR. They also report the conversation to the head trainer.

Talking points:

1. What is the responsibility of the FAR in this scenario?
2. What is the responsibility of athletic training staff?
3. What concerns about the well-being of the student-athlete are involved?
4. How should the FAR communicate with the professor? Why or why not?
5. What other athletics department members, if any, should be involved?
CASE STUDY 3

Ronald O is a member of the men’s soccer team at Exit University. Ronald received a D in one of his courses in the spring semester, resulting in a semester GPA that made him ineligible for competition in the fall semester. Ronald talks to his professor and convinces him to allow him to do an extra-credit project to improve his grade, explaining that he needed an A to be eligible. The professor allows him to do an extra-credit project over the summer and subsequently changes his grade from a D to an A. The Dean of the college refuses to approve the grade change because the gap is too large in her opinion. The SWA, who is also the compliance officer, contacts the FAR to ask him what she should do about the grade change.

Talking points:

1. How should the FAR approach this request?

2. Should the FAR have a conversation with the professor? If so, what should they talk about? If no, why not?

3. Should the FAR talk to the student-athlete? If so, what should they talk about? If no, why not?

4. Should the FAR talk to the dean? If so, what should they talk about? If no, why not?

5. Who else, if anyone, should the FAR talk to about this? If so, what should they talk about?
CASE STUDY 4

The FAR is responsible for administering the annual survey regarding the culture that exists within the athletics department. The results of the survey identify serious concerns that student-athletes have with a particular head coach. The concerns include allegations of discrimination and unfair treatment. This is a sensitive matter because the coach is highly successful and is currently leading his team to a conference championship.

Talking Points:

1. How should the FAR address the results with the AD?

2. Should the FAR talk to the student-athletes on the team about the allegations? If so, how does the FAR protect the identity of student-athletes? If no, why not?

3. Should the FAR talk to the coach about the allegations? If so, how does the FAR protect the identity of student-athletes? If no, why not?

4. Should the FAR talk to anyone else?

5. How does the FAR fit into this situation?

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Section IV: FARS and Student-Athletes

Introduction

Student-athletes play an integral role on today's college and university campuses. They contribute to a vibrant campus life and in some cases are the lens through which many view the university. Yet it's crucial that guidance and direction be provided to student-athletes. FARs can help ensure and advocate for student-athlete well-being, academic integrity and fairness within the athletics department.

A fundamental concern of FARs is the well-being of student-athletes. To best serve the student-athletes, it is vital that FARs establish a high degree of visibility in order to develop and maintain a trusting relationship with student-athletes. Products from the previous Division II FAR Advanced Leadership Institutes have discussed the importance of the primacy of student-athlete well-being and strategies for effective communication with student-athletes.

Here are two scenarios that demonstrate the importance of maintaining visibility and establishing trust with student-athletes.

Scenario #1: Visibility Near and FAR

Dr. Sally is the FAR for Maggie University with an enrollment of 2,500 students. She is a professor in psychology who has been to one FARA convention, but that was four years ago. She does not have regular meetings with the university president. On this Friday, she encounters the president in the faculty dining room. Somewhat out of the blue the president asks her how the athletes are doing. Dr. Sally quickly responds that they are doing well. Later, as Dr. Sally reflects on the conversation, she realizes that she does not really know how they are doing.

As a member of the faculty, Dr. Sally has been very active, having multiple commitments in the university and community. She has not prioritized her relationships with the student-athletes. When she needs to get important input from them, Dr. Sally did not have any SAs to turn to.

What could Dr. Sally do to improve her relationship with student-athletes?

Improved visibility could lead to better relationships with student-athletes. If Dr. Sally had a stronger relationship with student-athletes, she would be in a better position to provide the president with timely information.
Scenario #2: Becoming a trusted advisor to student-athletes.

Senior nursing student Tom is missing a required clinical instruction due to his travel schedule for track and field competitions. This Friday, the team is leaving to compete in national qualifying meet. Tom gave notice to his nursing professor on Thursday before the Friday departure. Unfortunately, Tom has already missed two clinical instruction days, the maximum allowed under state nursing board requirements. Tom has two options. He can compete in the track meet this year and take the nursing course in the following year. But then he would not graduate on time. Second, Tom could skip the track meet and graduate on time this year.

Tom's coach instructs Tom to call Dr. Mike, the FAR for Trust University. Tom has never met Dr. Mike and doesn't understand how meeting with Dr. Mike will help him.

How can the FAR help Tom make this decision?

An improved relationship with student-athletes could lead to a greater degree of trust. If Dr. Mike had a good personal relationship with the student-athlete prior to the present crisis, he would be in a much stronger position to help effectively. Since the decision is very difficult for Tom, having a trusted relationship with Tom would enable Dr. Mike to help him make that decision.

It has become increasingly clear that the roles of faculty athletics representatives are changing, as are the challenges that student-athletes are facing. Though student-athletes continue to present an array of issues both academically and athletically, the FAR must maintain visibility and establish trust to meet the demands. Student-athletes must be assured that their voices and concerns will be met with advocacy and resolve.
BECOME A MORE VISIBLE AND TRUSTED FAR

- Become more involved with SAAC, which provides an opportunity to meet student leaders in each sport.
- Attend athletics competitions, including occasional travel with teams.
- Take advantage of technology to engage with student-athletes. This might include social media or video chatting during SAAC meetings.
- Accompany student-athletes during community engagement activities.
- Set aside and publicize office hours for student-athletes.
- Post a video explaining the role of the FAR and how student-athletes can get in touch.
- Visit practice sessions or meet with teams.
- Monitor study hall.
- Congratulate student-athletes on their various accomplishments.

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Section 5
Appendices
Appendix I:
Communicating the Role of FAR in Athletics Administration
The Worksheet

Complete the worksheet by answering the following questions about six “offices” in the athletics department that are most frequently represented in varying forms in the management of intercollegiate athletics:

- Athletics Director
- SWA
- Coaches
- Director of Compliance
- Sports Information Director
- Athletic Training Staff

⇒ What is the org chart of the department of athletics? How do the six “offices” in the department report to and communicate with one another?
⇒ Who reports to the athletics director? How often? In what form?
⇒ Which office speaks most frequently when it comes to academics and/or Student-athlete academic concerns?
⇒ Within each office, who speaks most frequently when it comes to academics and/or student-athlete academic concerns?
⇒ How familiar is each office with the role and duties of the FAR at your institution?
⇒ What are each office’s expectations for the role and duties of the FAR in effectively overseeing the concerns of academics and/or student-athlete academic concerns?
⇒ What strengths and information can you provide to help these athletics offices more effectively do their job as it pertains to academics and/or student-athlete academic concerns?
⇒ In what ways is each office not communicating with the FAR? In what ways is each office not communicating with each other about concerns related to academics and/or student-athlete academic concerns?
⇒ How often does each office discuss academics positively? How often does it discuss academics or student-athletes negatively, or only in the context of damage control?
Discussion Points for Communicating Effectively with University Administration

The answers to the above questions will help articulate the role, as well as opportunities, of the FAR within the department of athletics at your university. Below you will find a list of topics that are frequently points of communication between FARs and the six athletics offices. Whether these topics are relevant or appropriate to the FAR at your institution will depend on the answers you have provided above. Additionally, the following topics of communication do not represent a “to do” list for the FAR. Rather they are discussion points designed to foster possibilities for further involvement and exchange. Many of these topics are relevant across multiple offices. Likewise, some are regularly addressed in formal structures, such as committees or scheduled reports, while others will be covered in informal meetings and conversations.

Athletics Director

✓ Legislation (Conference and NCAA)
✓ Inclusion/GLBTQ Concerns
✓ Concussion Protocol
✓ Relationship with Coaches
✓ Campus Initiatives that pertain to athletics and/or student-athletes
✓ Campus and community outreach
✓ Practice and competition scheduling (travel and minimizing missed class time)
✓ Hiring/Search Committees
✓ Intercollegiate Athletics Advisory Board(s)
✓ Communication with Faculty/Faculty Leadership
✓ SAAC Activities
✓ Student Discipline/Conduct
✓ Eligibility/Certification/Progress Toward Degree
✓ Substance Abuse Policy / Drug Testing
✓ Booster/Foundation Activities
✓ Exit Interviews
✓ Academic Support for Student-Athletes
✓ Retention/Persistence/GPA
✓ Recognition of Student-Athlete Academic Success
✓ Missed class policy
✓ Scholarships/Funding
✓ International Students
✓ Student-Athlete Professionalization
✓ Coaches’ Education
✓ Disability Accommodation
✓ Social Media Policies for Student-Athletes
✓ Social Media Policies
SWA

✓ Gender Equity/ Title IX Compliance
✓ Hiring/Search Committees
✓ Educational Programs (diversity awareness, sexual harassment training, Safe Zone training, etc.)
✓ GLBTQ Concerns
✓ Student-Athlete Professionalization
✓ Relationship with Coaches
✓ International Students
✓ Scholarships/Funding
✓ Hiring/Search Committees
✓ Legislation (Conference and NCAA)
✓ Mental Health

Coaches

✓ Missed Class Time
✓ Academic Advising
✓ Coaches’ Education
✓ Communication with Faculty/Faculty Leadership
✓ Recruiting
✓ Student-Athlete Professionalization
✓ Eligibility/Certification/Progress Toward Degree
✓ GLBTQ Concerns
✓ Missed Class Policy
✓ Scholarships/Funding
✓ International Students
✓ Legislation (Conference and NCAA)
✓ Mental Health
✓ Social Media Policy for Student-Athletes

Director of Compliance

✓ Eligibility/Certification/Progress Toward Degree
✓ Recruiting
✓ International Students
✓ Legislation (Conference and NCAA)
✓ Transfer Certification
✓ Disability Accommodation

Sports Information Director

✓ Recognition of Student-Athlete Academic Success
✓ Booster/Foundation Activities
✓ SAAC Activities
✓ Faculty/Student-Athlete Collaborations
✓ Relationships with Local Media
✓ Social Media Policy for Student-Athletes
✓ Social Media Policy for Coaches

Athletic Training Staff
✓ Concussion Protocol
✓ Substance Abuse Policy/Interventions
✓ Mental Health
✓ Disability Accommodation
✓ Medical Coverage
✓ Student-Athlete Injury Rates
✓ Sleep
Appendix II: Communicating the Role of FAR with Faculty
The Worksheet

Complete the worksheet by answering the following questions about the areas within the university faculty that are most frequently represented in varying forms in the management of intercollegiate athletics:

Faculty Senate/Executive Committee
Department Chairs
Academic Deans
Disability Support Services
Curriculum Committee
Advising Center/Office
First-Year Experience / “Bridge” or “At Risk” Coordinators
Faculty-Athletics Advisory Board

⇒ What is the organizational chart of each academic area or faculty group? How does each area or group report to and communicate with one another about athletics and/or student-athlete concerns?

⇒ Which area or group speaks most frequently when it comes to athletics and/or student-athlete academic concerns?

⇒ Within each area, who speaks most frequently when it comes to athletics and/or student athlete academic concerns?

⇒ How familiar is each area or group with the role and duties of the FAR at your institution?

⇒ What are each area’s expectations for the role and duties of the FAR in effectively overseeing the concerns of athletics and/or student athlete academic concerns?

⇒ What information can you provide to help these academic areas or faculty groups more effectively do their jobs concerning athletics and/or student athlete concerns?

⇒ In what ways is each academic area not communicating with the FAR? In what ways is each area not communicating with each other about concerns related to athletics and/or student athlete concerns?

⇒ How often does each area or group discuss athletics positively? How often does it discuss athletics or student athletes negatively, or only in the context of damage control?
NCAA DIVISION II STRATEGIC PLAN—2015-21
Mid-term assessment and discussion document for the Division II Presidents Council, Management Council and Planning and Finance Committee—Summer 2018

Summary of the Plan
The six-year plan builds upon Division II’s unique attributes and a position of fiscal strength to guide future decisions. The plan supports Division II’s balanced and inclusive approach that affords student-athletes the opportunity to explore their varied academic and social interests, to grow as productive citizens and to contribute to their communities.

The plan features the following five Strategic Positioning Outcome areas:

- Academics and Life Skills
- Athletics Operations and Compliance
- Diversity and Inclusion
- Game Day and Conference and National Championships
- Membership and Positioning Initiatives

Timeline for mid-term review:
Spring/Summer 2018: Governance structure reviews census results.
August/September 2018: Division II Planning and Finance Committee reviews and updates the plan.
October 2018: Division II Management Council and Presidents Council review and approve the updated plan.
January 2019: Final updated version is posted online and distributed at the Convention.

Questions for Discussion
- Are we still comfortable with the plan’s five Strategic Positioning Outcome areas as priorities?
- Are there particular SPO areas that require more attention for the duration of the plan?
- Do any results from the census warrant adjusting the current plan?
- What strategies/resources can be implemented to ensure that the membership continues to benefit from the plan?
WHAT DIVISION II CAN DO FOR YOU

EDUCATIONAL VALUE for your students

ATHLETICS ENTERTAINMENT for your supporters

COMMUNITY IMPACT for your stakeholders
What is Division II?

Division II is a collection of more than 300 colleges and universities that conduct their athletics programs as part of the parent National Collegiate Athletic Association (NCAA).

The NCAA’s mission is:

- To govern athletics competition in a fair, safe, equitable and sportsmanlike manner;
- To integrate intercollegiate athletics as part of the educational experience; and
- To position athletics as a pathway to lifelong opportunity.

The NCAA membership of more than 1,100 colleges and universities is grouped for competitive purposes into three “divisions.” That structure was created in 1973 in order to give member institutions a more varied menu from which to classify their athletics programs. Before then, NCAA schools were classified as either “university” or “college” to distinguish between the larger and smaller athletics programs.

- Division I institutions typically feature the largest enrollments (44 percent of the nearly 350 schools enroll more than 10,000 students). They also make the largest financial commitment to athletics, offering multiyear, full-cost-of-attendance athletics scholarships in several sports. Division I athletics programs strive to be fiscally self-sufficient, though only a few universities generate revenues that equal or exceed expenses. As such, the vast majority of Division I schools subsidize their athletics programs (the median subsidy is more than $14 million) based on the value they believe athletics adds to their institution.

- Division II members also award aid based on a student’s athletics ability, but most of these awards are “partial scholarships” that students combine with academic or need-based grants to construct their financial aid package. In this way, Division II members are able to acknowledge and reward students’ athletics abilities but keep their athletics budgets in closer proportion to the total institutional budget.

- Division III is the NCAA’s largest division – nearly 450 schools, about 80 percent of which are private, smaller-enrollment schools. The Division III athletics philosophy emphasizes participation opportunities, as almost 40 percent of students at Division III institutions are student-athletes (the highest percentage among the three divisions). Division III members do not offer athletics-based financial aid, but about 80 percent of student-athletes receive other types of grants to help fund their education.

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### INSTITUTIONAL CHARACTERISTICS OF NCAA SCHOOLS

#### School Size (based on full-time undergraduate enrollment)

<table>
<thead>
<tr>
<th>Size of Enrollment</th>
<th>DI</th>
<th>DII</th>
<th>DIII</th>
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<tbody>
<tr>
<td>Small (2,999 or fewer)</td>
<td>10%</td>
<td>59%</td>
<td>77%</td>
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<tr>
<td>Medium (3,000-9,999)</td>
<td>46%</td>
<td>34%</td>
<td>21%</td>
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<tr>
<td>Large (10,000 or more)</td>
<td>44%</td>
<td>7%</td>
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<tr>
<td>Mean total undergraduate enrollment</td>
<td>11,798</td>
<td>3,798</td>
<td>2,602</td>
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<tr>
<td>Median total undergraduate enrollment</td>
<td>8,959</td>
<td>2,455</td>
<td>1,784</td>
</tr>
</tbody>
</table>

#### Location

<table>
<thead>
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<th>Location Type</th>
<th>DI</th>
<th>DII</th>
<th>DIII</th>
</tr>
</thead>
<tbody>
<tr>
<td>City (territory inside an urbanized area and inside a principal city)</td>
<td>66%</td>
<td>40%</td>
<td>38%</td>
</tr>
<tr>
<td>Suburb (territory outside principal city/inside urbanized area)</td>
<td>19%</td>
<td>25%</td>
<td>32%</td>
</tr>
<tr>
<td>Town (territory inside an urban cluster)</td>
<td>13%</td>
<td>30%</td>
<td>24%</td>
</tr>
<tr>
<td>Rural (census-defined rural territory)</td>
<td>2%</td>
<td>5%</td>
<td>6%</td>
</tr>
</tbody>
</table>

#### Undergraduate Instruction Classification

<table>
<thead>
<tr>
<th>Classification</th>
<th>DI</th>
<th>DII</th>
<th>DIII</th>
</tr>
</thead>
<tbody>
<tr>
<td>Majority art and science (more than 60% of majors in art and science)</td>
<td>17%</td>
<td>10%</td>
<td>37%</td>
</tr>
<tr>
<td>Balanced art and science and professions (41-59% majors in either art and science or professional field)</td>
<td>49%</td>
<td>38%</td>
<td>29%</td>
</tr>
<tr>
<td>Majority professions (more than 60% of majors in professional field)</td>
<td>35%</td>
<td>52%</td>
<td>34%</td>
</tr>
</tbody>
</table>

#### Public/Private

<table>
<thead>
<tr>
<th>Type</th>
<th>DI</th>
<th>DII</th>
<th>DIII</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public</td>
<td>67%</td>
<td>48%</td>
<td>20%</td>
</tr>
<tr>
<td>Private</td>
<td>33%</td>
<td>52%</td>
<td>80%</td>
</tr>
</tbody>
</table>

#### Cost of Attendance (using out-of-state tuition)

<table>
<thead>
<tr>
<th>Type</th>
<th>DI</th>
<th>DII</th>
<th>DIII</th>
</tr>
</thead>
<tbody>
<tr>
<td>Median</td>
<td>$40,427</td>
<td>$34,981</td>
<td>$46,054</td>
</tr>
</tbody>
</table>
Division II shapes student-athletes who graduate with the skills and knowledge to be productive citizens. As such, Division II believes in a balanced approach that integrates athletics into the college experience and allows students to focus fully on their academic pursuits and participate in other campus and community activities.

Division II students are able to play sports, be integrated in campus life, do well in the classroom and graduate with distinction. They are able to have a much more well-rounded experience, because their commitment to athletics doesn’t have to be year-round.

Division II students have an excellent opportunity to be highly skilled and highly decorated athletes, but the balanced approach allows them to become marketable in their career because they’ll have time to focus on their academic pursuits, their grades, their internships, and whatever else it takes to prepare themselves for life after graduation.

In 2005, Division II launched an ambitious and unique identity campaign to more clearly define what the division represented for its members. At the time, Division II was starting to be defined as the “middle division” or a classification that was “neither Division I nor Division III.” Not satisfied with such labeling, Division II members assembled a promotional campaign that emphasized Division II as a chosen destination for student-athletes who experience a “Life in the Balance” in which they excel academically, athletically, and as citizens in their communities.
Division II students achieve academic excellence

Division II’s academic philosophy calls for a comprehensive program of learning and development in a personal setting. Graduation rates indicate the model’s success, as student-athletes graduate at rates about 6 percentage points higher than their student body counterparts. Also, Division II established an “Academic Success Rate” in 2006, which, unlike the federal graduation rate, measures graduation outcomes for athletes who are not receiving athletically related financial aid (it also includes transfers and mid-year enrollees).

<table>
<thead>
<tr>
<th>Category</th>
<th>Student body Federal rate</th>
<th>Student-athlete Federal rate</th>
<th>ASR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division II overall</td>
<td>49%</td>
<td>55%</td>
<td>72%</td>
</tr>
<tr>
<td>Division II men</td>
<td>45%</td>
<td>48%</td>
<td>64%</td>
</tr>
<tr>
<td>Division II women</td>
<td>53%</td>
<td>65%</td>
<td>85%</td>
</tr>
</tbody>
</table>

Division II colleges and universities accommodate more first-generation students than any other division. Among a recent sample of approximately 20,000 college athletes, 16 percent of Divisions I and III reported being first-generation college students, while 24 percent of Division II student-athletes reported first-generation status.
Division II means access to NCAA championships

- Division II sponsors and fully funds 25 national championships – 12 in men’s sports and 13 in women’s sports – that annually give the nearly 14,000 student-athletes who participate in them the experience of a lifetime.
- Of the three divisions, Division II provides its athletes with the most access to championships competition (one championships opportunity for every 8.3 athletes in highly sponsored sports such as basketball, volleyball and track; the ratio is even higher in sports like lacrosse and field hockey).
- Most Division II championships have large brackets, which means there are several berths for each of the division’s eight competition regions.
- Division II is the only NCAA division that conducts “National Championships Festivals,” Olympic-style events in which a number of national championships are held at a single site over a period of several days.
Division II is affordable

- Rather than being financially self-sustaining, almost all Division II programs are funded through the institution itself, just like other departments of the college or university.

- Division II's "partial scholarship" model for financial aid helps keep athletics budgets more in line with the institution's bottom line. It costs Division II schools less than half as much to sponsor a competitive athletics program as it does in Division I (see accompanying chart).

- The median expense for Division II athletics departments with football is roughly $6.5 million, while that figure is about $17 million for Division I Football Championship Subdivision programs and about $71 million for programs in the Division I Football Bowl Subdivision.

- Even when applying generated revenues against total expenses, the median institutional subsidy to balance the athletics budget in Division I is more than $14 million (FBS) and $12 million (FCS). The subsidy in Division II is about $5.5 million for schools with football and $4.5 million for schools without.

- A recent study demonstrated that a school moving from Division II to Division I experienced an average increase in athletics spending of $3.7 million each year. Only $500,000, on average, was offset by new revenue (tickets, media, agreements, donors, NCAA distribution, sponsorships). That means a reclassifying school would have to generate $3.2 million each year from other sources of funding (for example, increased student fees, state government support, transfer of funds from other campus departments).

<table>
<thead>
<tr>
<th>MEDIAN NET OPERATING RESULTS</th>
<th>DIVISION I</th>
<th>DIVISION II</th>
<th>DIVISION III</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Football Bowl Subdivision</td>
<td>Football Championship Subdivision</td>
<td>DI Schools Without Football</td>
</tr>
<tr>
<td>Generated Revenues</td>
<td>$52,845,000</td>
<td>$4,492,000</td>
<td>$2,842,000</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>$71,689,000</td>
<td>$17,290,000</td>
<td>$15,956,000</td>
</tr>
<tr>
<td>Net Generated Revenue</td>
<td>-$14,847,000</td>
<td>-$12,550,000</td>
<td>-$12,595,000</td>
</tr>
</tbody>
</table>
Division II emphasizes engagement

- Division II athletics programs actively engage with their communities, which not only helps drive attendance at athletics contests but also fosters relationships between student-athletes and community members and develops more of a shared civic experience. Community engagement also strengthens the bond among teammates and fosters individual and personal growth.

- In 2017, nearly 80 Division II institutions logged more than 132,000 volunteer hours in the Helper Helper App. All Division II institutions may log their volunteer hours in the app for free through the 2019-20 academic year as part of the division's Foundation for the Future initiative.

- Division II conducts community engagement activities at each of its 25 national championships. Area youth and adults who interact with NCAA Division II teams during outreach events are then invited to attend the championship events, often through complimentary admission.

- A major tenet of the Division II experience is the “game environment” initiative that helps institutions establish an atmosphere at home athletics contests that is both energetic and respectful. The initiative emphasizes family friendly fun, with fans and participants conducting themselves in an inviting manner for all ages.
Division II’s commitment:
Make It Yours

In 2014-15, Division II launched a brand enhancement under the slogan “Make It Yours,” a student-athlete-driven selection that personalized the Division II experience and provided a way to extend the division’s reach.

“Make It Yours” strengthens awareness among external audiences by clearly communicating the experience Division II schools create for student-athletes. It also brings the experience to life in a way that resonates with primary external audiences and also reinforces a sense of pride with internal stakeholders.

Ultimately, Division II student-athletes are encouraged to make their college experience their own – to compete in the classroom, on the field, in their career, for their causes, and on their terms.

WHAT IS IT THAT WE’RE MAKING OURS?

► It’s making graduation a priority.
► It’s about earning scholarship dollars for your athletic ability and competing for national championships.
► It’s making athletics participation truly part of the college experience rather than just one aspect of it.
► It’s making lifelong friends at a campus whose size affords a more intimate setting.
► It’s the university president seeing students on campus and being able to call them by name and ask how things are going.
► It’s making the academic experience more personal.

► It’s about professors, coaches and staff caring for you as a student.
► It’s about an experience in which you can be an active participant.
► It’s about a campus that is tight-knit enough to respond to individual student needs.
► It’s about having coaches who help athletes develop their resumes as much as their athletics skills.
► It’s about a custom-fit approach to athletics and education rather than a one-size-fits-all.
Division II
What’s in it for you?

For student-athletes/parents

- Participation in high-level athletics competition without overemphasizing sports in student life.
- Availability of faculty and sports staff in a personal setting.
- With the broad, versatile range of experiences, student-athletes are more likely to find interest and value in school and therefore stay to graduate.
- Upon graduation, student-athletes leave with broader experiences, skills and knowledge as resources for the future.
- With personal setting and multiple areas of learning, student-athletes can have a positive impact with peers, community and school.

For Division II colleges and universities

- Achieve educational mission and graduation success for student-athletes through a comprehensive program that provides a path to graduation and develops broad skill sets.
- High-level athletics competition for the institution, region, community and student-athletes without overemphasizing sports at the institution.
- Opportunity for personal mentoring, coaching and teaching with student-athletes.
- Impact the local community and develop key relationships through participation in Division II community engagement programs.

For the general public

- High-level, passionate athletics competition for local communities and extended region in an intimate, family-friendly environment.
- Opportunities to interact face-to-face with student-athletes in different venues.
- Positive impact in local communities and extended region through Division II community engagement.
- Invest in the educational mission of student-athletes and development of youth into productive citizens.
What people are saying about Division II

Division II athletics provides student-athletes with the opportunity not just for the competitive experience in athletics but also the full academic experience, and the undergraduate student life experience as well. That’s what it means to have life in the balance, to be able to combine all of those great attributes of the college experience.

Allison Garrett, President, Emporia State University

We as Division II leaders are incredible. We do the same amount of work as our counterparts in Division I and are subject to the same kinds of expectations, yet we do all of this typically with fewer resources and staff. We’re in the business of developing young people, and that doesn’t change at whatever level you serve – that’s our responsibility. At the end of the day, we’re preparing students for life after college.

Sherie Gordon, Director of Athletics, Albany State University (Georgia)

I coach in Division II – not somewhere else – because I live for that one kid who comes back and says I made a difference to him or her as an individual instead of expressing thanks for winning a championship or some other athletics-related accomplishment. I don’t coach for the wins – I don’t think any of us do – of course we all want to win, but winning in and of itself is not what drives our desire to coach. We certainly don’t do it in Division II to earn accolades from thousands and thousands of fans, or to earn big monetary bonuses from our bosses. What matters is to realize the difference we make in young people’s lives.

Chris Catanach, head women’s volleyball coach, University of Tampa

Division II embodies all the right things in college athletics, and its focus on preserving a healthy balance between academics and athletics lies at the heart of a culture where the concept of winning extends beyond the field of play.

Dave Haglund, Commissioner, Great Northwest Athletic Conference

When you talk about the athletics experience in Division II, reiterate what the potential outcomes are. At the so-called Division I mid-majors, prospects probably will be competing for conference championships, whereas in Division II, they’ll be contending for national championships.

Brad Wachler, Vice President of Intercollegiate Athletics, Lindenwood University
The Distinguishing Dozen

12 characteristics that set DII apart

1. **Graduation rates.** The Division II student-athlete graduation rate is consistently higher than that of the total student body. Division II also features a high number of first-generation college students, thus increasing the access to education.

2. **Academic emphasis.** Division II’s regionalization philosophy in scheduling limits missed class time for student-athletes.

3. **Athletics scholarships.** The partial athletics scholarship model rewards athletics ability while allowing student-athletes to earn other sources of financial aid. A recent study on the financial impact of the partial-scholarship model found that in general, scholarship student-athletes benefit institutions’ overall academic profile, and the partial-aid model generates revenue for the school.

4. **Balanced bottom line.** The median expense for Division II athletics departments with football is roughly $6.5 million, while that figure is about $17 million for Division I Football Championship Subdivision programs and about $71 million for programs in the Division I Football Bowl Subdivision.

5. **Favorable admission rates.** Division II membership is split almost evenly between public and private institutions. On average, Division II schools have the highest admission rate (70 percent, versus 62-63 percent in the other two divisions).

6. **Community engagement.** Through student-athlete leadership, Division II has enjoyed long-term and successful partnerships with the Make-A-Wish Foundation, Team IMPACT and military groups. In addition, Division II conducts community engagement activities at all championships final sites.

7. **Positive game environment.** Division II members pledge to conduct athletics contests in a family-friendly environment that is civil and entertaining.

8. **Unique geographical footprint.** Division II is the only NCAA division with schools in Alaska (Anchorage and Fairbanks) and Puerto Rico (Bayamon, Mayaguez and Rio Piedras). In addition, Division II is the only division to have taken advantage of an NCAA policy to accept members from Canada (Simon Fraser), and the division recently agreed to entertain prospective members from Mexico as well.

9. **National championship opportunities.** Division II features unparalleled opportunity for student-athletes to advance to national championship competition as a result of the division’s generous championship access ratios (the highest among the three NCAA divisions).

10. **National Championships Festivals.** Division II is the only NCAA division that conducts “National Championships Festivals,” Olympic-style events in which a number of national championships are held at a single site over a period of several days.

11. **Make It Yours.** This student-athlete-driven brand enhancement strengthens awareness among external audiences by clearly communicating the experience Division II schools create for student-athletes.

12. **Diversity and inclusion.** Matching grants encourage access, recruitment, selection, and the long-term success of ethnic minorities and women in administration and coaching.
Life in the Balance
Division II supports the educational mission of college athletics by fostering a balanced and inclusive approach in which student-athletes learn and develop through their desired academic pursuits, in civic engagement with their communities and in athletics competition. Division II gives student-athletes the unique opportunity to compete in the classroom, on the field, in their career, for their causes, and on their terms.

24 conferences | 308 active members | 7 schools in membership process | 3 schools in year three | 4 schools in year two

Enrollment at Division II Active Members
- 2.6% (8 institutions with more than 15,000 students)
- 9.1% (28 institutions with 7,500-14,999 students)
- 36.7% (113 institutions with 2,500-7,499 students)
- 51.6% (159 institutions with fewer than 2,500 students)

Type of School
- 48% public
- 52% private

Average Number of Student-Athletes
- Schools with football:
  - 455
  - 281 men
  - 174 women
- Schools without football:
  - 296
  - 151 men
  - 146 women

Composition of Enrollment
- Women:
  - 56%
  - Undergraduate enrollment: 670,568
  - Student-athletes: 49,556 (7%)
  - 8.4 Average number of sports sponsored
- Men:
  - 44%
  - Undergraduate enrollment: 517,153
  - Student-athletes: 68,355 (13%)
  - 7.2 Average number of sports sponsored

Median Total Expenses
- By quartile (in millions):
  - 1st quartile of schools (with football): $10.6, (without football): $7.9
  - 3rd quartile of schools (with football): $6.0, (without football): $4.6
  - 2nd quartile of schools (with football): $7.5, (without football): $5.9
  - 4th quartile of schools (with football): $4.0, (without football): $3.2
  - Overall median expenses $6.0 million

Graduation Rates
- 49% Student body federal rate
- 55% Student-athlete federal rate
- 72% Academic Success Rate

Championships
- Men's championships: 12
  - 7,166 participants total
- Women's championships: 13
  - 6,724 participants total

1:8.3 Championships Participation Ratio (the best among all three NCAA divisions)
The Need for Greater Officiating Oversight by National Collegiate Athletic Association (NCAA)  
January 18, 2018

There is a growing crisis in amateur athletics in the United States of America – a shortage of game officials. The average age of officials across all levels of sport is at an all-time high and there is an alarming lack of interest among younger generations. While NCAA Division II and Division III conferences are just beginning to experience the negative impacts, this shortage will become a bleak inevitability for the college game. Additionally, coordinators and other officials’ contractors that work on behalf of the NCAA operate independently of each other with oversight from committees instead of a professional administrator/official. The National Collegiate Athletic Association (NCAA) must establish a Director of Officiating to provide support to the membership and amateur athletics by way of recruitment, retention, education and professional development of officials and coordinators.

The “graying” of officials coupled with the increase in demand for these officials, due to proliferation of youth sports contests, have become the biggest threats to the future of amateur athletics. Without officials we are unable to conduct contests. This already occurs at the youth and interscholastic levels. Acute shortages have been reported across the entire country – Washington, D.C., Texas, New Jersey, Colorado, Illinois, etc. While there is no single solution to this problem, many areas of concern have been identified. Historically, the NCAA has relied on third-parties and related outside organizations to develop grass root level programs for the recruitment of officials. While reliance on this approach has been adequate for many decades this crisis now calls for an organization to unify all interested parties to address the culture and climate of officiating. As the most prominent amateur athletic organization in the world, the NCAA must become a leader in the support and development of officiating, particularly as it relates to the needs of its membership in addition to its own championship events.

According to the largest survey of sports officials ever conducted (National Association of Sports Officials National Officiating Survey, October 2017), the current average age of all officials is 53.29 years. Far fewer recent high school and college athletes are joining the ranks of officiating. The average age of a starting official in the 1970’s was 19 years old. Today the starting age of an official is 47 years old (NASO, 2017). This alarming trend is already affecting youth leagues and interscholastic competition and is at the doorstep of collegiate athletics.

This problem is not geographic or sport-specific. It is the negative impression of officiating - the abuse that occurs at the gateway of the avocation, the lack of funding at the lower levels, the growth of club and high school participants and contests, and the absence of an advocating coalition between all amateur sports organizations. The NCAA has relied upon outside organizations, particularly state high school and officials’ associations, to attract and develop new officials. While the NCAA has provided administrative, financial and educational support to members in nearly all areas affecting our 460,000-plus student-athletes, no ownership or substantial investment has been made in officiating.

Another barrier to entry for officials includes the “good old boys’ network” of officiating organizations within state associations that still, reportedly, exist for the protection of their own assignments and promotions instead of the growth and vitality of the industry. When asked how did you get into officiating, 55% of respondents indicated that they first became an official because of interaction with a current official, coach or organization (NASO, 2017). Consequently, the NCAA must play an active role in supporting and encouraging these interactions.

While the club sports environment is an entry point for many new officials, club sports reportedly have the worst sportsmanship within sport at any level - 36% of officials surveyed indicate club programs have the biggest conduct problems - with parents (40%) listed as the cause of most problems (NASO, 2017). Often with little administrative support to hold participants, coaches and fans accountable for their behavior, club sports create a toxic entry point that provides little incentive for prospective officials to enter or current officials to remain in the industry. Though it has no involvement or jurisdiction over this segment of sport, the NCAA needs to assume a key and supportive role in the
identification and implementation of initiatives that will unify all levels of sports (e.g., youth, club, interscholastic, intercollegiate, professional) in establishing a positive image and environment for officials that will aid in the recruitment and retention of officials for generations to come.

At the same time, the precipitous growth of club sport contests places stress on the thinning pool of officials and becomes an increasing threat to the availability of officials for scholastic and collegiate contests. The ability to stay in a single location at a club tournament and work multiple games, reportedly to be paid in cash in some cases, versus traveling a considerable distance for one contest and a single game check creates an inequitable dilemma for even those dedicated officials. Furthermore, among officials completing the NASO survey, 17% indicated they have cut back on officiating multiple sports because they can increasingly get more games in their primary sport. Sport specialization is clearly not just an issue with the athletes.

The most recent Aspen Institute State of Play Report (2017) indicated that “while the percentage of core participants who play team sports on a regular basis declined again, total participation slightly increased.” According to the report, girls’ team sport participation increased to 52.8% and boys’ team sport participation held steady at 61.1%. The fact of the matter is, more and more games are added annually at the club level creating an ever-increasing demand for officials that cannot be met. The inverse relationship of program/participation growth to decline in the officiating pool is extremely problematic.

Based on the 2017 NCAA Sports Sponsorship and Participate Rate Report, a total of 3,251 sports teams have been added across all three divisions of the NCAA over the past ten years. While individual-team sports like Track and Field have been the fastest growing and require fewer officials per team / per contest, the demand for officials shall unavoidably continue to increase with collegiate sponsorship growth. Though the tendency is to focus on higher profile sports like football and basketball, the “graying” of officials in track and field, swimming and tennis is greatest according to the NASO survey.

Future shortages at the collegiate level will most certainly affect the scheduling of games as it has already at junior high and high school levels. At its most extreme, this issue alone has the potential to increase missed class time - particularly at the Division II and III levels – as scheduling considerations become more and more dependent on the availability of officials. In addition, the dwindling supply and increasing demand for officials will invariably lead to escalating costs associated with game fees and the provision of mileage, per diems, etc. Ultimately, the shrinking pool of officials will affect the quality of officiating at the Division I level and even the professional ranks.

A second, corresponding officiating issue that requires the attention of the NCAA is the lack of consistency of expectations and oversight for NCAA Coordinators of Officials. Particularly at the Division II and Division III levels, coordinator positions are initiated at the committee level – committees generally consisting of a majority of coaches who have little to no experience with oversight of officiating programs. Not all team sports have coordinators at the Division II or Division III levels as it’s left to the committee to determine the need, duties and scope of such a position. The job of filling and overseeing these positions should be entrusted to an individual with the experience and expertise to fully comprehend and address all matters pertaining to officiating.

The NCAA, together with its membership, must develop a significant threshold among coordinators and between divisions through professional support and development. While not all sports have the same needs, there are fundamental components to all officiating programs that could improve national tournament assignments, evaluation systems, recruitment and retention efforts as well as gender and ethnic diversification. The establishment of a Director of Officiating position at the national office can become the public face of a campaign to make officiating a desirable avocation through cooperative efforts with the other groups and, separated from but working in conjunction with the Director of Playing Rules, will provide the needed professional oversight of the coordinators of officials thus eliminating the need for collective committee and staff involvement.

Recommendation:
We, the Division II Conference Commissioners Association, Division II Athletic Directors Association, Division III Commissioners Association and National Association of Division III Athletic Administrators respectfully request the NCAA Board of Governors add the position of Director of Officiating to the National Office staff with the following
responsibilities:

- The oversight of all national officiating coordinators.
- Formalizing the education and evaluation of coordinators and NCAA championship officials.
- Collaborating with key external organizations (e.g., NFHS, NASO) to develop recruitment and retention strategies.
- Working with U.S. Olympic National Governing Bodies to support recruitment and growth of Olympic sports threatened by higher than average age of current officials.
- Developing advertising campaign and initiatives supporting officials and promoting the benefits of officiating.
- Creating educational programs that target coaching committees, organizations and associations so they recognize the long-term challenges and ramifications associated with the crises in officiating and the role they must play to support a positive impression for their student-athletes to consider becoming officials once their playing careers are over.
- Providing funding to conference offices for the active ground-level recruitment and retention of officials – particularly officials of color and women.

In closing, the NCAA has seen significant benefits and received major credit by placing student-athlete safety and well-being at the forefront with the hiring of a Chief Medical Officer. The same model of responsibility for amateur athletics must be initiated in the vital area of officiating. Without question, the NCAA can be highly effective in this area should it elect to commit the necessary resources. As conferences and member institutions have recognized with the funding and staff support around inclusion, student-athlete well-being and coach/administrator professional development, the dedication of staffing and financial resources can have a substantial, long-term impact on other areas such as officiating.

Sampling of Article References on Officiating Crisis:

https://www.usatoday.com/story/news/nation-now/2017/05/16/high-school-referee-shortage/324455001/

https://deadspin.com/theres-a-nationwide-shortage-of-youth-sports-referees-1796469536


http://www.chron.com/neighborhood/cyfair/sports/article/Despite-need-women-referees-are-few-11274945.php

http://nfhs.org/articles/the-officiating-crisis-what-can-i-do/
MEMORANDUM

June 11, 2018

VIA EMAIL

TO: Executive Committee of the Division II Conference Commissioner’s Association.

FROM: Dan Calandro
    Director, Championships and Alliances.

SUBJECT: Response to Division II CCA Officiating Program White Paper.

On behalf of the NCAA, thank you for submitting the January 18, 2018, document titled “The Need for Greater Officiating Oversight by National Collegiate Athletic Association (NCAA).” The information you provided was very helpful and the concerns expressed are important ones for the Association to consider.

Upon receipt of the document, an eight-person internal project team was appointed to review the document, develop a response and a tentative plan for moving forward. The project team noted that, in general, the concerns expressed in the document focused primarily on three main areas: the aging of officials and the need for more emphasis on the recruitment of officials, the need to improve the consistency between the Association’s current officiating programs and the need for more leadership around officiating.

In this regard, please note that attached are two documents that provide more information on these topics. Attachment A is an overview of the programs and initiatives the Association currently provides relative to officiating across several sports. The funding allocated by the Association to support these programs and initiatives totals approximately $3.4 million annually (which includes a $1.1 million increase in the past three years) in four main areas:

- Developing officiating programs to improve the process of selecting and assigning officials for NCAA championships,
- Developing programs for organizing, communicating with, educating and training officials,
- Expanding the Association’s officiating background check program, and
- Providing grants to conferences and national governing bodies to assist with officials training initiatives and implementing strategic programs.

Attachment B lists tentative plans for moving forward. As part of this work, additional discussion will occur relative to several topics, including how to achieve more consistency between the sports that have existing officiating programs and how efforts might be expanded to develop grassroots programs to recruit new officials – including the role that member conferences and institutions might play in this endeavor. We will provide your committee another update in fall 2018.
June 11, 2018
Page No. 2

I hope this information is helpful. Please do not hesitate to contact me (dcalandro@ncaa.org) if you have any questions or need any additional information.

DAC:ajs

Attachments

cc: Selected NCAA Staff Members
**NCAA OFFICIATING PROGRAMS AND INITIATIVES (June 2018)**

Below is an overview of current officiating programs and initiatives supported by the NCAA:

<table>
<thead>
<tr>
<th>Focus</th>
<th>Programs/Initiatives</th>
<th>Number of participants (approximately)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Education Training</td>
<td><strong>Officiating programs</strong></td>
<td>12 sports (baseball, men’s basketball, women’s basketball, men’s ice hockey, women’s ice hockey, men’s lacrosse, women’s lacrosse, soccer, softball, volleyball, water polo and wrestling).</td>
</tr>
<tr>
<td></td>
<td><strong>Purpose:</strong> Provide budgets for national coordinators and regional advisors to administer officiating improvement programs.</td>
<td></td>
</tr>
<tr>
<td>Education Training</td>
<td><strong>Central hubs housed on ArbiterSports.com</strong></td>
<td>13 sports with central hubs with approximately 18,000 registered officials (including water polo, bowling, men’s lacrosse and women’s lacrosse added within the past three years).</td>
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<td></td>
<td><strong>Purpose:</strong> Provide a platform for educational videos and articles, annual rules tests, rules interpretations, updates, etc.</td>
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<tr>
<td>Education Training</td>
<td><strong>National coordinators/assignors of officials/regional advisors/video coordinators</strong></td>
<td>40 contractors (including seven independent contractors hired within the past two years - track and field national assignor of officials, national coordinators of officials for Division II men’s basketball, Division III men’s basketball, Division III women’s basketball, Division III football and video coordinators to assist the soccer and men’s lacrosse national coordinators of officials).</td>
</tr>
<tr>
<td></td>
<td><strong>Purpose:</strong> To manage officiating programs and assist in selecting officials for NCAA championships and to provide additional support in selected sports.</td>
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<tr>
<td>Education Training</td>
<td><strong>Biennial national coordinator and secretary-rules editor summit</strong></td>
<td>35 national coordinators, secretary-rules editors and rules interpreters.</td>
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<tr>
<td></td>
<td><strong>Purpose:</strong> Provide the opportunity for all national coordinators, secretary-rules editors and rule interpreters to meet at the national office to share information, discuss common issues and meet with national office staff members (e.g., legal, sports science, communications).</td>
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<tr>
<td>Grant program Education Training</td>
<td><strong>Divisions II and III men’s and women’s basketball conference grants</strong></td>
<td>To receive grant, conference must send a representative to the NCAA men’s and women’s basketball coordinators’ meeting hosted each fall at the NCAA national office.</td>
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<tr>
<td></td>
<td><strong>Purpose:</strong> Provide approximately $900 to each conference for men’s basketball officiating improvement programs and $900 for women’s basketball officiating improvement programs.</td>
<td></td>
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<tr>
<td>Grant program</td>
<td><strong>Division II Conference Grant Program</strong></td>
<td>24 Division II conferences.</td>
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### Focus

<table>
<thead>
<tr>
<th>Education</th>
<th>Training</th>
<th>Recruitment</th>
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<tr>
<td><strong>Purpose:</strong> This program is the second largest distribution to the Division II membership and it is intended to implement strategic programs, including officiating improvement initiatives, at the conference and campus levels.</td>
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<thead>
<tr>
<th>Grant program</th>
<th>Education</th>
<th>Training</th>
<th>Recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Division III Strategic Initiatives Conference Grant Program</strong></td>
<td><strong>Purpose:</strong> This program is the largest non-championship budget initiative in Division III and is intended to implement strategic programs, including officiating improvement initiatives, at the conference and campus levels.</td>
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<tr>
<td><strong>Grants to outside organizations</strong></td>
<td><strong>Purpose:</strong> Provide funding to assist with officials educational programming.</td>
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<thead>
<tr>
<th>Education</th>
<th>Training</th>
<th>Recruitment</th>
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<tbody>
<tr>
<td><strong>In-person clinics</strong></td>
<td><strong>Purpose:</strong> Administer regional and/or national clinics that provide updates and training on rules and mechanics (softball also includes “on-field instruction” for a small group of umpires).</td>
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<thead>
<tr>
<th>Retention</th>
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<tr>
<td><strong>Fee and stipend increases</strong></td>
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<thead>
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<th>Number of participants (approximately)</th>
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<td>44 Division III conferences.</td>
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<tr>
<td>US Rowing and Professional Association of Volleyball Officials (PAVO).</td>
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<td>Six sports (baseball, men’s basketball, women’s basketball, men’s lacrosse, soccer and softball) as well as a football clinic geared for minorities.</td>
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<tr>
<td>NCAA postseason officials for all sports, and stipend increases for over 50 national coordinators, regional advisors, secretary-rules editors and rules interpreters.</td>
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<td>Focus</td>
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<tr>
<td>Student-athlete well-being</td>
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<td>Student-athlete well-being</td>
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<td></td>
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<tr>
<td>Student-athlete well-being</td>
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NCAA OFFICIATING PROGRAMS TENTATIVE TIMELINE (June 2018)

NCAA staff will continue a review of the current NCAA officiating programs and initiatives to develop a plan for enhancing the Association’s overall officiating efforts. The staff will provide a plan by fall 2018. The plan will focus on three areas as noted below.

1. Recruitment of officials:
   - Potentially partner with the National Federation of State High School Associations (NFHS), National Intramural and Recreational Sports Association (NIRSA), National Association of Sport Officials (NASO) and other governing bodies, sports leagues and officials associations to develop a marketing campaign promoting officiating as an avocation.
   - Partner with member institution recreation and intramural programs to provide education, training and support for student officials (e.g., reduced fee for registering as an official on NCAA central hubs housed on ArbiterSports website).

2. Improve consistency of national coordinator programs from sport-to-sport:
   - Expand national coordinator education program (e.g., monthly teleconferences, annual meeting rather than current biennial meeting, quarterly newsletter).
   - Develop a standardized hiring process, training program and evaluation program for all national coordinators.
   - Provide universal video content development resources for all national coordinators to assist in developing video for education and training purposes.

3. National office, member conference and institutional leadership around officiating.
ACTION ITEMS.

1. Legislative items.
   • None.

2. Nonlegislative items.
   a. Committee appointment. Ratify the committee appointment, effective September 1, 2018 (see Attachment).
      • Men’s soccer. Appoint Wade Jean, head men’s soccer coach, Saint Michael’s College, to replace Matt Thompson, head men’s soccer coach, University of the District of Columbia, due to term expiration.
   b. Committee appointment. Ratify the committee appointment, effective immediately (see Attachment).
      • Women’s soccer. Appoint Gary Kagiavas, head women’s soccer coach, Edinboro University of Pennsylvania, to replace Jonathan Thayil, head women’s soccer coach, Shepherd University, due to Mr. Thayil having left Shepherd.

INFORMATIONAL ITEMS.

• None.

Committee Chair: Sue Willey, University of Indianapolis
Staff Liaison(s): Roberta Page, Championships and Alliances
               Molly Simons, Championships and Alliances
               Amanda Conklin, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>Division II Championships Committee</th>
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<tr>
<td>June 29, 2018, Electronic Vote</td>
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<tr>
<th>Attendees</th>
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<tr>
<td>Michael Anderson, Gulf South Conference.</td>
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<td>Greg Bamberger, Kutztown University of Pennsylvania.</td>
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<tr>
<td>Pat Britz, South Atlantic Conference.</td>
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<td>Steve Card, Western Washington University.</td>
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<td>Terri Holmes, Northern State University.</td>
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<td>Kristin Mort, Colorado Mesa University.</td>
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<td>Pennie Parker, Rollins College (Management Council chair).</td>
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<td>Julie Ruppert, Northeast-10 Conference.</td>
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<tr>
<td>Eric Schoh, Winona State University. (Management Council vice chair).</td>
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<td>Tom Shirley, Thomas Jefferson University.</td>
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<td>Kim Vinson, Cameron University.</td>
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<tr>
<td>Sue Willey, University of Indianapolis.</td>
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**Absentees:**

None.

**Guests in Attendance:**

None.

**NCAA Staff Support in Attendance:**

Amanda Conklin, Roberta Page and Molly Simons.

**Other NCAA Staff Members in Attendance:**

Terri Gronau, Leslie Havens and Maritza Jones.
**2017-18 DIVISION II MEN’S SOCCER COMMITTEE**

**Composition:** Eight members. One from each of the Division II men’s soccer regions (West, Central, South Central, South, Southeast, Midwest, Atlantic, East). Quota of 50 percent administrators: 4.

**Vacancies:** One September 2018 vacancy. East region; coach or administrator. (Tom Bonus was appointed but declined.)

**Staff Liaison:** Eric Breece

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<tr>
<td>Cen</td>
<td>Sr Assoc AD</td>
<td>N/M</td>
<td>Matt Cochran Northeastern State University</td>
<td>Mid-America Intercollegiate Athletics</td>
<td>Cochran</td>
<td>Cochran</td>
<td>Cochran</td>
<td>Cochran*</td>
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<tr>
<td>SoC</td>
<td>C/Dir of Soccer Operations</td>
<td>Y/M</td>
<td>Claudio Arias Texas A&amp;M International University</td>
<td>Heartland</td>
<td>Arias</td>
<td>Arias</td>
<td>Arias*</td>
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<tr>
<td>East</td>
<td>C</td>
<td>N/M</td>
<td>Matt Thompson University of the District of Columbia</td>
<td>East Coast</td>
<td>Thompson*</td>
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<tr>
<td>SoE</td>
<td>C (C)</td>
<td>N/M</td>
<td>Gary Hamill Wingate University (Mark McKeever Young Harris College)</td>
<td>South Atlantic (Peach Belt)</td>
<td>Hamill*</td>
<td>(McKeever)</td>
<td>(McKeever)</td>
<td>(McKeever 9/22*)</td>
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<td>Phillip Billeci-Gard Dominican University of California</td>
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<td>Terry Beattie West Chester University of Pennsylvania</td>
<td>Pennsylvania State Athletic</td>
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<td>Beattie*</td>
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<tr>
<td>So</td>
<td>C</td>
<td>N/M</td>
<td>Bill Elliott University of West Florida</td>
<td>Gulf South</td>
<td>Elliott</td>
<td>Elliott*</td>
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<tr>
<td>MidW</td>
<td>Asst AD</td>
<td>N/M</td>
<td>Michael Koehler Rockhurst University</td>
<td>Great Lakes Valley</td>
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<td>Koehler</td>
<td>Koehler</td>
<td>Koehler (9/22*)</td>
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*Not eligible for reappointment 5/30/18
Qualification Statement:
Please allow this statement to serve as my declaration of interest in the Division II Men's Soccer Committee opening. After serving on the "East" Regional Advisory Committee for the past four years, I feel certain that I have the knowledge and prospective needed to serve on the National Committee. I will bring well over 20 years of coaching, regional and national ranking as well as tournament experience to the table and I am confident that I will serve the NCAA with the highest levels of competence, commitment and loyalty.

Past or current Committee Service:

Employment History:
Head Men's Soccer Coach (2013 to Present)
Saint Michael's College - Colchester, VT

Associate Head Men's Soccer Coach (2008-2013)
University of Vermont - Burlington, VT

Head Men's Soccer Coach (2006 - 2008)
Saint Michael's College - Colchester, VT

Head Men's Soccer Coach (1998 - 2006)
Duquesne University - Pittsburgh, PA

Assistant Men's Soccer Coach (1995 -1998)
Bowling Green State University - Bowling Green, OH
Assistant Men's Soccer Coach (1993 - 1995)
Illinois State University - Normal, IL

Head Men's Soccer Coach (1990 - 1992)
Champlain College - Burlington, VT

Assistant Men's Soccer Coach (1989)
Johnson State College - Johnson, VT

Education:
Master's

References:
Chris Kenny
Director of Athletics
Saint Michael's College
O: (802) 654-2200
ckenny@smcvt.edu

Julie Ruppert
NE10 Commissioner
792 South Main St, Suite 104
Mansfield, MA  02048
O: 508.230.9844 ext. 100
C: 617.512.0950

Matt Thompson
Head Men's Soccer Coach
The University of the District of Columbia
202-274-5074 (O)
mthompson@udc.edu
2018-19 DIVISION II WOMEN’S SOCCER COMMITTEE

**Composition:** Eight members. Division II women’s soccer regions: West, Central, South Central, Midwest, South, Southeast, Atlantic, East. Quota of 50 percent administrators: 4.


**Staff Liaison:** Molly Simons

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<td>Atl</td>
<td>C</td>
<td>N/M</td>
<td>Jonathan Thayil Shepherd University</td>
<td>Mountain East</td>
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<td>Cen</td>
<td>C</td>
<td>N/M</td>
<td>Lewis Theobald University of Central Missouri</td>
<td>Mid-America Intercollegiate Athletics</td>
<td>Theobald*</td>
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<td>East</td>
<td>C</td>
<td>N/M</td>
<td>James Moore Georgian Court University</td>
<td>Central Atlantic Collegiate</td>
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<td>Moore*</td>
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<td>Jennifer Bell Coker College</td>
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<td>Larry Carpenter Lee University</td>
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<td>Kelley Kish Lake Erie College</td>
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<td>Jason Carmichael California State University, East Bay</td>
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<td>J.B. Belzer Regis University (Colorado)</td>
<td>Rocky Mountain Athletic</td>
<td>Belzer*</td>
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*Not eligible for reappointment

5/8/18
Name: Gary Kagiavas
Job Title: Head women's soccer coach

 qualitative statement:
I've been on the Regional ranking committee before in both as a member and then as the Atlantic regional chair. Last serving in 2011. With 2010 being a festival year in Louisville. Have been the regional site co-ordinator many times over the years.

Past or current Committee Service:

Employment History:
Asst Men's Soccer coach Gannon 1993-1996
Head Edinboro Women's soccer coach 1996-present

Education:
Bachelor's

References:
Katherine Robbins Edinboro Athletic Director.
Steve Murray PSAC Commissioner