REPORT OF THE
NCAA DIVISION III MEMBERSHIP COMMITTEE
JULY 14, 2016, TELECONFERENCE

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Welcome and Announcements. The chair commenced business at 1 p.m. Eastern time Thursday, July 14, 2016.

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

3. Review June 23-24, 2016, Meeting Report. The committee reviewed the June 23-24, 2016, meeting report. NCAA staff noted one correction. The committee approved the meeting report.

4. Review and discuss optional provisional/reclassification campus visit timelines. The committee continued its discussion of the appropriate timeline for provisional/reclassifying institution campus visits. Staff provided the committee with three timeline options commensurate with the information developed by the membership process working group and the committee’s previous discussion during the June 2016 in-person meeting. The working group explained that transitioning from an education-based timeline to an evaluative timeline provide the committee with the flexibility to assist potential participants in assessing their readiness to participate in the process. Committee members noted that some previous institutions that have come into the membership process were not as optimally prepared as they could have been when entering year one. After deliberating, the committee voted that option three, a hybrid timeline, is the best option for future institutions that progress through the process. In the hybrid timeline, each institution is evaluated on an individual basis to determine whether its campus visit should be conducted during provisional year one or the exploratory year. All other elements of the timeline, including the program application date, remain the same. NCAA staff noted that the committee’s decision does not require a legislative change and will be reflected in the committee policies and procedures. The committee asked the working group to discuss how the application fee might need to be reconsidered based on this process change and which elements of the exploratory period and year one should be included within the exploratory year visit and return for a future discussion.
5. **Probation Institution – review of athletics program assessment: York College (New York).** The committee reviewed the athletics program assessment of York College (New York). The institution was given an extension to complete the assessment due to several vacancies in the athletics department’s core leadership. The committee initially expressed concerns that the assessment comprised more future plans than current practices; however, it was noted that due to the same lack of institutional staff, York College was previously given a one-year extension to complete the Institutional Self-Study Guide (ISSG). Staff confirmed that the ISSG will be completed after the institution established its athletics department staff. The committee approved the institution’s athletics program assessment.

6. **Sports-sponsorship waiver request – Sweet Briar College.** The committee reviewed the sports-sponsorship waiver request from Sweet Briar College. Specifically, the institution failed to meet minimum contests requirements. The committee granted the waiver and noted the unique circumstances the institution experienced with the near-closure of their institution. Specifically, after disbanding its athletics program due to an impending closure in August 2016, the institution was suddenly forced to re-establish athletics after a legal settlement caused the institution to stay open. Due to the timing of the change, the institution was unable to schedule a sufficient number of contests for the 2015-16 academic year. In granting the waiver, the committee also noted that in the 2016-16 academic year, the institution will sponsor eight sports and will be a member of an athletics conference.

7. **Athletics consortium waiver – Emerson College.** The committee reviewed an athletics consortium waiver request from Emerson College. The institution is in an athletics consortium with the Massachusetts College of Arts and Berklee School of Music as a part of a six-institution academic consortium. The committee noted that Emerson College, Massachusetts College of Arts and Berklee School of Music have maintained an athletics consortium under a waiver since 1996 and are required to renew the waiver request every four academic years. The committee noted the circumstances of the consortium have not changed since the previous request and renewed the consortium waiver.

8. **Update on Trinity Washington University.** Staff provided the committee an update on Trinity Washington University’s membership status. Staff notified the committee that the institution failed to meet sports-sponsorship requirements for the 2015-16 academic year. As such, the institution will be placed on restricted status. Staff informed the committee that the institution will not seek a waiver at this time. The committee was reminded that as a standard condition of restricted status, the institution will be required to submit its complete sports-sponsorship results at the close of each sport season within the 2016-17 academic year.

9. **In-Person Meetings and Teleconferences.** Staff reminded the committee that its next teleconference is scheduled for 1 p.m. Eastern time Thursday, August 11, 2016. Staff will work with the provisional/reclassifying institution working group to determine its next teleconference.
10. **Adjournment.** The committee concluded its business and adjourned at 1:42 p.m. Eastern time.

*Committee Chair: Heather Benning, Commissioner, Midwest Conference*

*Staff Liaisons: Jay Jones, Division III Governance, primary liaison  
Kristin DiBiase, Academic and Membership Affairs  
Jean Orr, Academic and Membership Affairs*

| NCAA Division III Membership Committee  
| July 14, 2016, Teleconference  |
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| **Attendees:**  
Keith Cecil, Transylvania University  
F. Javier Cevallos, Framingham State University  
Terri Deike, LeTourneau University, acting chair for purposes of this teleconference  
William Fell, United States Merchant Marine Academy  
Kim Fierke, Hartwick College  
Charles Harris, Averett University  
Julie Kline, University of La Verne  
Rob Larson, Luther College  
Chris Ragsdale, Heartland Collegiate Athletic Conference  |
| **Absentees**  
Heather Benning, Midwest Conference, chair  |
| **Guests in Attendance**  
None.  |
| **NCAA Staff Support in Attendance**  
Kristin DiBiase, Jay Jones and Jean Orr.  |