ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative item.
   - Additional official.
     (1) Recommendation. To increase the number of officials from 23 to 24.
     (2) Effective date. 2018 championships.
     (3) Rationale. Officials at the rowing championships are not only important during competition, they are a necessity at all practices as well to maintain safety for the student-athletes. With all divisions involved, there are many boats to coordinate. Adding one official will ensure appropriate coverage on the water and at control commission. This was the main item of concern from the chief referee’s after-action report from the 2017 championships, and was a concern expressed by the 2016 chief referee as well.
     (4) Estimated budget impact. $1,985 ($225 per diem, $360 fee, $750 lodging, $650 transportation). This cost would be split among the divisions per the agreed 60/15/25 percentage distribution (Division I - $1,191; Division II - $297.75; Division III - $496.25).
     (5) Student-athlete impact. Increased safety and efficiency at the championships.

INFORMATIONAL ITEMS.

1. Review of the 2017 championships. The committees reviewed the 2017 championships, including participant evaluations, and noted changes to be implemented for the 2018 championships.
   a. Hotels. Overall, the committees were pleased with the hotels. The committee asked staff to find ways to improve breakfast options at some of the mid-grade hotels.
b. **Coxswain meetings.** The committees asked staff to review the timing and number of coxswain meetings. The suggestion was to develop the overall championships schedule and schedule coxswain meetings every 90 minutes (making any necessary adjustments).

c. **Awards.** The committees were pleased with the awards ceremonies and plan to replicate the process in 2018, ensuring that the stage is large enough and includes two sets of stairs.

d. **Banquet.** The committees appreciated the social media tagboard at the banquet and noted the high level of student-athlete involvement. The committees were pleased with the overall atmosphere of the banquet, including the photo opportunities, signage and music/DJ. Additionally, the committees enjoyed Mary Whipple as the guest speaker. She is an inspiring and experienced public speaker to whom the student-athletes relate. One item of emphasis for the host is to develop a better system to track attendance, perhaps via tickets or wristbands, as it appeared more people attended than was scheduled.

e. **Lineups.** The committees are pleased with the new electronic lineup registration system. Small tweaks still are needed to continue to make it more user friendly.

f. **Announcers.** The committees discussed developing a system to get more announcers in the rotation. The committees would like to continue inviting Mary Whipple as an announcer.

g. **Webcast.** The quality of the stream was better than previous years; however, the committee directed staff to seek ways to enhance the stream, as well as improving the integration into the onsite video board production.

h. **Competition schedule.** The committees discussed the competition schedules and decided to maintain 12-minute centers. The committees will determine if adjustments are necessary after the site visit, but members do not expect any changes.

i. **Team/boat storage area.** The committees were pleased with the spacing at the 2017 championships. The committees continue to emphasize that no children or pets be allowed in the boat storage area due to safety concerns. The committees determined that ideally there should be 48 community ergs provided by the host.

j. **Credentials.** The committees were concerned with some of the security checkpoints at the 2017 championships. At times, there seemed to be a lack of monitoring. Checkpoint monitoring needs to increase during competition. The committee also charged staff with developing strategies to better ensure that credentials are not passed along.

k. **Media.** The committees discussed ways to better incorporate the media into the championships, perhaps by enhancing access in order for them to provide better coverage.
1. Enhancement ideas. The committees agreed to continue the VIP experience offered at the 2017 championships.

2. Chief referee’s report. The committees reviewed the post-championship report from the chief referee and noted several items. Members also mentioned the importance of communication among officials, host personnel, and NCAA staff and committee members.

The committees discussed the number of working officials and officials’ compensation. The priority is to add another official to the regatta now (see the nonlegislative item above) and consider increasing the overall pay for all officials in the near future. The committees charged staff to work with internal groups to identify payment structures within the membership so the committees can revisit this subject at next year’s annual meeting.

3. Confirmation of 2017 chief referee. The committees discussed the work this past year of Tiffany Knapp as chief referee and affirmed her as chief referee for the 2018 championships.

Committee Chair: Ashley Armstrong, University of California, Los Angeles, Division I chair
Brian Lang, Assumption College, Division II chair
Lauren Brownrigg, Pacific University (Oregon), Division III chair

Staff Liaison(s): Ryan Tressel, NCAA Championships and Alliances
Kelly S. Whitaker, NCAA Championships and Alliances

| NCAA Division I, II and III Women’s Rowing Committees |
| June 20, 2017, Meeting |
| Attendees: |
| Ashley Armstrong, University of California, Los Angeles; Pac-12 Conference. |
| Wendy Bordeau, Dartmouth College; The Ivy League. |
| Kyle Conder, Southern Methodist University; American Athletic Conference. |
| Marlon Furlongue, Nova Southeastern University; Sunshine State Conference. |
| John Gaskin, University of Rochester; Liberty League Conference. |
| Karen Klinger, Smith College; New England Women’s and Men’s Athletic Conference. |
| Brian Lang, Assumption College; Northeast-10 Conference. |
| Kristin Maile, Sarah Lawrence College; Skyline Conference. |
| Robin Meiggs, Humboldt State University; California Collegiate Athletic Association. |
| Carolyn Miles, Williams College; New England Small College Athletic Conference |
| Steve Pritzker, University of Virginia; Atlantic Coast Conference. |
| Glenn Putyrae, Gonzaga University; West Coast Conference. |
| Lily Rodriguez, Metro Atlantic Athletic Conference. |
Jeff Smith, University of Massachusetts, Amherst; Atlantic 10 Conference.

**Absentees:**
Lauren Brownrigg, Pacific University (Oregon); Northwest Conference.
Kendall Mulligan, Franklin & Marshall College; Centennial Conference.

**Guests in Attendance:**
Robbie Tennenbaum, College Rowing Coaches Association.
Tiffany Knapp, Head Official.

**NCAA Staff Support in Attendance:**
Ryan Tressel, Championships and Alliances.
Catherine Krawiec, Championships and Alliances.
Alaina Keller, Championships and Alliances.
Ethan Walker, Championships and Alliances.
Kelly Whitaker, Championships and Alliances.

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