ACTION ITEM

- Adopt Waivers for the 2018 Football Season.

  a. Recommendation. Approve the Division III Football Committee’s waiver recommendations for the 2018 football preseason.

    (1) Allow institutions to conduct athletically related activities during the administrative day and a-half. Last year the Presidents Council approved a waiver allowing this activity. Currently, the first permissible practice date is determined by a counting formula. Institutions may provide expenses a day and a half before the first permissible practice date to complete administrative tasks (e.g., compliance meetings, equipment issue, pictures, medical exams, etc.) Current legislation doesn’t allow athletically related activity to occur during this day and a-half of administrative time. Consistent with last year, the waiver allows athletically related activity to occur during this administrative time.

    (2) Allow the use of footballs during walk-through sessions after the acclimatization period. The Subcommittee for Legislative Relief approved a similar blanket waiver last year. Current legislation doesn’t allow the use of footballs during walk-throughs.

    (3) Allow the flexibility to extend the walk-through session when the contact practice is less than three hours. The current rule allows institutions to have one three-hour contact practice per day and one one-hour walk through session. The waiver would allow institutions that don’t use a full three hours of a contact practice to add that saved time to the walk-through session (e.g., allowing a two-hour contact practice and two-hour walk-through session).

  b. Rationale. Due to the defeat of Proposal No. 2018-5 at the 2018 NCAA Convention, the Management Council, at its post-Convention meeting, recognized the need to act quickly on any waivers that impact the 2018 football preseason, to provide institutions adequate notice. During their April meetings, the Management and Presidents Councils will review recommendations related to the football preseason and potentially sponsor legislation for the 2019 Convention or propose options and seek greater membership input for further consideration during their summer meetings.

  c. Budget Impact. None.

  d. Student-Athlete Impact. The recommendation promotes the health and safety of Division III student-athletes.
INFORMATIONAL ITEMS.

1. **General Discussion.** The meeting, held at Adrian College, convened at 8:14 a.m. The Administrative Committee discussed items of importance to the NCAA and those specific to Division III. Staff informed the committee of its three primary functions: to identify the primary issues of interest to the governance structure during the upcoming year; to act on any emergency issues that arise between Council meetings; and to decide routine issues best acted on between the regular quarterly meetings of the Councils.

2. **Leadership Expectations.** The committee reviewed the leadership expectations; the Policies and Procedures documents for both Management and the Presidents Councils; and committee responsibilities including the Board of Governors and Council meetings.

3. **Key Association-wide Issues.**
   
   a. **Board of Governors.**
      
      (1) **Commission to Combat Campus Sexual Violence.** The committee noted the NCAA Board of Governors (BOG) adopted an Association-wide policy, recommended by a special commission, to reinforce previous Association efforts in addressing campus sexual violence prevention. The policy notes that on an annual basis, institutions must attest that all athletics administrators, coaches and student-athletes received education on sexual violence prevention. The attestation form is available on Program Hub until May 15 and requires the signature of the president, Title IX coordinator and director of athletics.

      The committee discussed the commission’s recommendation for the NCAA to also monitor individual accountability. It noted that institutions and conferences will have some inherent hurdles due to different state policies and may want to determine their own sanctions, rather than focus on a national policy.

      (2) **Championships Alcohol Policy.** The championships alcohol pilot will expire at the end of this academic year. Each division will consider alcohol sales at its national championships beginning with the 2018-19 season. Staff noted that during the last Division III Championships Committee meeting, the committee did not recommend the sale of alcohol at championships. Both the 360 Proof alcohol education and Gameday the DIII Way sportsmanship initiatives were discussed during its deliberations. The committee will continue to gather information, especially related to joint championships, prior to making a formal recommendation to the Councils.
Concussion Protocols. During the April Council meetings, staff will present proposed noncontroversial legislation that enhances existing requirements and concussion safety protocols, including a checklist developed by the Sports Science Institute (SSI).

Commission on College Basketball. The committee reviewed a letter written by Condoleezza Rice, chair of the Commission on College Basketball, to solicit input from multiple organizations and experts related to college basketball. The commission’s goal is to enhance and protect the intercollegiate athletic experience and in doing so, to safeguard the integrity of the game.

The committee noted the commission’s recommendations will be shared following the BOG’s April meeting, with the expectation to implement those recommendations by the 2018-19 basketball season.

b. Sport Science Institute (SSI) Strategic Initiatives Timeline. The committee reviewed the SSI’s strategic initiatives timeline. This timeline is a resource document to help inform the membership of upcoming initiatives.

(1) Task Force on Football Data. The committee received an update on the recent Task Force on Football Data meeting. Ultimately, the findings still need a final scientific review; however, new data include a focus on repetitive head contact.

(2) Injury Surveillance Program (ISP). The committee discussed the ISP noting that participating institutions would have regular access to data to inform them of injury prevention practices, risk and personal management, and medical decision-making. Currently Division III is not participating in ISP at a high level.

The committee discussed creating a pilot that would identify institutions to report on a limited number of sports. Participating institutions may receive an honorarium. The Strategic Planning and Finance Committee, as well as both the Management and Presidents Councils, will discuss this issue during their upcoming meetings.

c. Ad Hoc Committee Updates. The committee received a verbal update on both the Diversity and Gender Equity and Student-Athlete Engagement Ad Hoc Committees.

d. NCAA Strategic Plan. The BOG has agreed to develop an updated NCAA strategic plan, since the last one was written in 2004-05.
4. **Key Division III Initiatives for 2017-18.**

   a. **Division III Membership-wide Survey.** A membership survey was sent to both institution and conference offices, with a due date of March 21. The survey provides Division III institutions and conference offices an opportunity to express their opinions concerning the current and future policies and priorities of the division. The responses will help the Presidents Council, Management Council, and the other governance committees assess membership satisfaction with existing Division III principles, legislative standards, programs and services. Responses also will assist the governance structure as it considers current and future budget decisions. Each institution and conference office will submit a single response. An executive summary will be provided to the Councils during their upcoming meetings.

   b. **Gameday the DIII Way.** The committee reviewed the working group’s teleconference reports from December and January. Currently, over 100 Division III administrators are trained as facilitators. In addition, all Division III commissioners will be trained by fall 2018. An online training module will be available in the coming months as well as a post-training assessment tool.

   c. **Faculty Athletics Representative (FAR) Engagement Working Group.** The committee received a verbal update on the FAR Engagement Working Group. At the 2018 NCAA Convention, the working group provided an update on its key focus areas:

      (1) Campus first focus by engaging presidents and increasing length of FAR service.
      (2) More involvement with campus, conference and national SAAC.

   The working group anticipates the following next steps:

      (1) Create an information sheet and best practices.
      (2) Revise FAR Institute and implement an FAR Orientation (biennial).
      (3) Explore NCAA legislation to codify FAR expectations.

   d. **LGBTQ Working Group.** The committee reviewed the working group’s last two teleconference reports. The working group is developing several initiatives and may request the Strategic Planning and Finance Committee to approve funding.

   e. **Division III Identity Initiative.** The seventh annual Division III Week is scheduled for April 2-8.

   f. **SAAC Initiatives.** The committee reviewed the SAAC initiatives for the coming year, noting the following: a possible collaboration with the LGBTQ working group; sports wagering issues; social justice on campus; better education for NCAA rules and the new SAAC composition as a result of the legislation passed at the 2018 Convention.
5. **Potential 2019 Division III Legislation.** The committee discussed the following possible key legislation for the 2019 Convention: (1) football preseason playing and practice season; (2) student-athlete mandatory graduation rate reporting; (3) championships alcohol policy [See Page No. 2, 3a (2)]; (4) social media deregulation; (5) pre-enrollment educational expenses and (6) experiential learning exception.

6. **NCAA Convention Voting Procedures.** The committee received an update noting several institutions did not register an institutional vote, primarily with Proposal No. 2018-5, Preseason Football. For future Business Sessions, staff will explore posting votes on a website in real time to ensure that all votes are accurately recorded.

7. **Division III Strategic Planning and Finance Committee.**
   a. **Division III Strategic Plan.** The current Division III Strategic Plan details a two-year budget cycle to align with the 2017-19 budget biennium. The plan is updated yearly to reflect dollar amounts for both the championship and non-championship initiatives. Next year the committee will focus on planning for the 2019-21 Strategic Plan, using information from the membership survey results.
   b. **Division III Budget.**
      (1) **Budget-to-Actual.** The committee reviewed the budget-to-actual document noting that as of January 2018, the fall championships were overbudget due to travel, while the winter championships were not yet reflected.
      (2) **Budget Projections.** The committee reviewed an updated future budget projection. Staff noted that due to an increase in travel inflation, a small overage is projected in 2023-24 and a 13 percent review increase in 2024-25.
   c. **Strategic Planning and Finance Committee in-person meeting.** The committee reviewed the draft agenda for the March in-person Strategic Planning and Finance Committee meeting.

8. **Other Communication Initiatives.**
   a. **Presidents Council Communication Plan.**
      (1) **President’s Advisory Group (PAG).** The committee reviewed the rationale for the establishment of PAG and discussed ways to better utilize this group within the governance structure.
(2) **Presidential Quarterly Update.** The committee noted the current quarterly update is informative.

(3) **Timing of August Meeting.** The committee discussed the timing of the summer President’s Advisory Group and Presidents Council meeting and determined that the current schedule works well for institution members. It was noted that prior to adjourning each quarterly meeting, Council leadership will announce the next scheduled meeting and the importance of attendance.

b. **Management Council Communication Plan.** Each Management Council member is assigned conferences for the upcoming year. Staff provides a sample letter to use when contacting the 10 assigned conferences, an updated Governance PowerPoint and an introduction regarding the program and guidelines for attending conference meetings. Council members also complete an on-line meeting recap summary form. These recaps are then discussed at the next scheduled Management Council meeting.

c. **Regular Governance Communication.** Regular communications include the Monthly Update, a regular email to Division III commissioners and occasional updates on the NADIIAA listserv. In addition, the governance scorecard is sent each spring to provide feedback on the committee liaison’s performance.

9. **Adjournment.** The meeting adjourned at 1:47 p.m.

**Committee Chair:** Jeff Docking, Adrian College, Michigan Intercollegiate Athletic Association  
**Staff Liaisons:** Dan Dutcher, Division III Governance  
Jay Jones, Division III Governance  
Louise McCleary, Division III Governance

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<tr>
<th>NCAA Division III Administrative Committee</th>
<th>March 6, 2018, Meeting</th>
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<tr>
<td><strong>Attendees:</strong></td>
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<tr>
<td>Jeff Docking, Adrian College.</td>
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<td>Sue Henderson, New Jersey City University.</td>
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<td>Shantey Hill, St. Joseph’s College (Long Island) [via videoconference].</td>
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<td>Chris Kimball, California Lutheran University [via videoconference].</td>
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<td>Kate Roy, Northern Vermont University.</td>
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<td><strong>Absentee:</strong></td>
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<td>None.</td>
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<td><strong>NCAA Staff Support in Attendance:</strong></td>
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<tr>
<td>Dan Dutcher, Jay Jones, Debbie Kresge, Louise McCleary and Jeff Myers.</td>
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