**ACTION ITEMS:**

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   a. Membership Dues Increase.
      (1) **Recommendation.** Implement the Division III membership dues increase, adopted at the 2016 NCAA Convention.
      (2) **Effective date.** September 1, 2018.
      (3) **Rationale.** The committee believes 2018-19 is the appropriate time to implement the membership dues increase adopted overwhelmingly by the membership at the 2016 NCAA Convention. The dues increase ($900 to $2,000 for institutions and $450 to $1,000 for conference offices) would bring the division $519,000 in unallocated additional revenue. The additional funding would be used for future nonchampionship initiatives or championships enhancements.
      (4) **Estimated budget impact.** $519,000.
      (5) **Estimated student-athlete impact.** Additional opportunities through championships and/or nonchampionship initiatives.
   b. Membership Fees for Exploratory and Provisional Members.
      (1) **Recommendation.** Approve the Membership Committee’s recommendation to increase fees related to the exploratory and provisional membership process.
      (2) **Effective date.** September 1, 2018.
      (3) **Rationale.** The NCAA accounting staff annually reviews the exploratory and provisional fee structure. Current fees are below the three-year average cost for services provided. This is the first recent year the average cost has risen; therefore, adjusting the fee at this time is appropriate.

Current fees are $500 for exploratory applications and $37,000 for new membership fees. The committee recommends that the fee be increased to a total of $40,000 for the 2018-19 academic year ($1,000 for the exploratory application and $39,000 for new membership fees) and agreed to continue its review of the fees and expenses on an annual basis.
(4) Estimate budget impact. Varies, dependent on the number of institutions in the exploratory and provisional process.

(5) Estimated student-athlete impact. None.

c. Women’s Ice Hockey Championship Bracket Expansion.

(1) Recommendation. Approve the Championships Committee’s recommendation to expand the bracket from nine to 10 teams in the Division III Women’s Ice Hockey Championship.

(2) Effective date. September 1, 2018.

(3) Rationale. Sport sponsorship data from 2017-18 merit the request. In addition, increasing the bracket provides for an even-numbered field and helps the sport meet prescribed access ratios (one in every 6.5 teams), both of which are priorities for the division.

(4) Estimated budget impact. $37,000.

(5) Estimated student-athlete impact. The recommendation increases participation opportunities for women’s ice hockey student-athletes.

INFORMATIONAL ITEMS.

1. Welcome. The chair, President Sue Henderson, welcomed the committee to the in-person meeting. The meeting began at 8:08 a.m. Eastern time.

2. Report from the November 2017 teleconference. The committee reviewed and approved its November 2017 report.

3. Division III Budget. The committee reviewed the 2017-18 budget-to-actual summary as of February 2018. To date, the division is on target with its budget projections and anticipates spending all championships funding, with approximately a $225,000 surplus in nonchampionships. Though fall championships costs were over budget by $400,000 largely due to charter flight costs, the overage was anticipated and is part of an approved plan to spend down the division’s $14 million surplus above its mandated reserve. Future projections indicate the division maintaining an annual balanced operating budget through the 2022-23 academic year.
4. Division III Proposed Budget Initiatives.
   
   
   (1) Division III Identity Video Rebrand. In 2011-12, Division III created an Identity Initiative videos containing student-athletes showcasing the Division III philosophy and sharing with viewers what makes the division unique. Seven years later, the division is creating similar videos. The release date is slated for early August 2018. This rebrand will cost approximately $50,000.

   (2) NCAA 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, while approximately half of Division III schools have the software to participate in the program, less than 10% are participating. The committee discussed how to increase engagement with the program. The committee asked the Management Council to discuss this issue during its April meeting.

b. 2018 Faculty Athletics Representative (FAR) Orientation. The committee received an update noting that for 2018-19, instead of holding the FAR Institute, the FAR Working Group and staff are proposing using the dollars earmarked for the Institute to hold an FAR Orientation in conjunction with the annual FARA Symposium. Approximately 30 individuals will attend the orientation to gain professional development. The allocated budget of $80,000 will alternate yearly between the FAR Institute and the FAR Orientation.

5. Division III Initiatives – Budget Impact.
   
a. Senior Woman Administrator (SWA) Program. The committee reviewed the 2018 SWA program expenses. Staff noted that this program will be held in conjunction with the Inclusion Forum in the spring of 2019.

b. Athletic Direct Report (ADR) Institute. The committee reviewed the 2018 ADR Institute expenses, as well as the 2018 participant evaluations. Overwhelming, the feedback was positive.

c. Student Immersion Program. The committee reviewed the 2018 Student Immersion budget, as well as the program’s participants and mentors feedback summaries. The participants attending the 2017 and 2018 Student Immersion Program received an invitation to attend the 2018 Career Next Steps program in conjunction with the Career in Sports Forum in May. The program will take place in Indianapolis and staff anticipates approximately 20 attendees.

d. International Ice Hockey Pilot. The committee received an update on the Division III International Ice Hockey Pilot, approved by the Management Council during its January meeting.
6. Division III Strategic Initiatives Conference Grant Program.

   a. Conference Grant Review Subcommittee. David Ellis and Angela Baumann agreed to serve on the Conference Grant Review Subcommittee along with Gail Cummings-Danson. The subcommittee’s responsibility is to review the staff findings regarding the annual submitted Conference Grant Impact Forms.

   b. Update on NCAA Audit Process. The NCAA internal audit department has expressed the need to conduct a more thorough and regular assessment of all NCAA grants and scholarships, including the Division III Strategic Initiatives Conference Grant Program. The assessment is consistent with better business practices, the desire for greater accountability and the significant dollar value allocated to NCAA grants and scholarship programs.

      The Conference Grant Review Subcommittee shall submit at least three conferences for a Level Two review (as defined in the Conference Grant Program Policies and Procedures document). To identify the three conferences selected, the subcommittee will first determine if any conferences should receive a for-cause audit, based on the rationale detailed in the policies and procedures document. The subcommittee will select the remaining conferences, as necessary, on a rotational basis.

      Following the Level Two assessment, a report will be presented to the subcommittee to outline any findings and outstanding questions that may have resulted from the assessment. Following its review, the subcommittee will present a report to SPFC outlining its findings. If the assessment shows that funds have been used in a manner inconsistent with the grant program policy, SPFC will act based on the criteria defined in the policies and procedures document.

   c. Division III Commissioners Association (DIIICA) Conference Grant Subcommittee Request. The committee reviewed a request from the DIIICA Conference Grant Subcommittee to change the Strategic Initiative Conference Grant policies, beginning in the 2018-19 academic year. The DIIICA requested a new category be added to Tier One for athletics directors’ professional development. SPFC denied the request, noting that money in Tier One was designated to fund the professional development of underrepresented groups.

      This discussion led to a broader discussion regarding Tier One policies and procedures and in particular, the biennial requirement for ethnic minority spending. During its June teleconference, the committee will discuss if this should become an annual spending requirement.

   d. Recommended Changes to the Conference Grant Program Policy and Procedures. The committee approved other minimal changes to the Conference Grant Program Policies and Procedures.
7. **2018 Division III Membership-Wide Survey.** The committee received a preliminary update on the 2018 membership survey, noting that an Executive Summary will be shared with the Presidents and Management Councils at their upcoming meetings. At the time of the meeting, 63% of Division III institutions had responded to the survey.

8. **Division III Working Groups.**

   a. **Sportsmanship and Game Environment.** The committee received an update from the working group’s January teleconference. To date, there are 107 Division III administrators trained as “Gameday the DIII Way” facilitators. The new NCAA learning management system software will be implemented this spring. Based on this timeline and the improved technology, the production of the online training modules will occur in the coming months.

   b. **Diversity and Inclusion.** The committee reviewed the working group’s report. It noted that the Management Council will likely take formal action in April on proposed 2019 legislation regarding Division III mandatory student-athlete graduation rate reporting. In concept, the Council supports the proposal; however, there were some concerns related to administrative burden and proposed consequences for noncompliance.

   c. **Faculty Athletics Representative (FAR) Engagement Working Group.** The working group completed its first draft of a Best Practices Guide to help increase FAR engagement at the campus level. A final version will be completed by the fall.

   d. **LGBTQ Working Group.** The committee reviewed the working group’s February report noting its top priority initiatives: (1) a banner/poster campaign; (2) policy template language; (3) train-the-trainer program; and (4) recognition event.

9. **Hot Topics.**

   a. **2018 Legislation Voting Results.** The committee reviewed the 2018 legislation voting results around significant legislation for the division. Those reviewed were: (1) Proposal No. 1 – Academic Misconduct - adopted; (2) Proposal No. 4 – Graduate/postbaccalaureate eligibility - adopted and (3) Proposal No. 5 – Football preseason start date - defeated.

   b. **Football Preseason Practice Recommendations.** The committee noted that during its March 6 meeting, the NCAA Division III Administrative Committee reviewed and approved blanket waivers applicable during the 2018 football preseason. Two of the three waivers were the same waivers approved by the governance structure and available during the 2017 preseason [See March 6, 2018, Administrative Committee report).

   The governance structure and membership will continue to explore permanent legislative alternatives to the current preseason football model for possible consideration at the 2019 NCAA Convention and beyond.
c. Concussion Protocol Checklist and Template. The committee reviewed the concussion safety protocol checklist issued by the NCAA Sports Science Institute, noting that it was designed to help member institutions ensure compliance with the NCAA’s legislated concussion management plan and consistent with “Interassociation Consensus: Diagnosis and Management of Sport-Related Concussion Best Practices.”

During the April Council meetings, staff will present proposed noncontroversial legislation that enhances existing requirements by incorporating use of the concussion safety protocol checklist.

d. NCAA Board of Governors (BOG) Updates.

(1) 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 athletics 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 start of the 2018-19 basketball season.

(2) Commission to Combat Campus Sexual Violence. The committee noted the BOG adopted an Association-wide policy, recommended by a special commission, to reinforce previous Association efforts in addressing campus sexual violence. 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 or establish a standard related to 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.

(3) NCAA Strategic Plan. The BOG has agreed to develop an updated NCAA strategic plan, since the last one was written in 2004-05.

10. Other Business.

• DISC Assessment. The committee approved allocating an additional $9,500 to the budgeted amount of $80,000 for DISC Assessments. In addition, Leadership Development staff contributed $14,000 to help fulfill approximately 250 additional DISC assessments.
11. **Future Meeting.** The committee noted its next teleconference will be in June.

12. **Adjournment.** The meeting adjourned at 1:40 p.m.

*Committee Chair:* Sue Henderson, New Jersey City University, New Jersey Athletic Conference  
*Staff Liaisons:*  
**Louise McCleary, Division III Governance**  
**Dan Dutcher, Division III Governance**  
**Eric Hartung, Research**  
**Jay Jones, Division III Governance**  
**Jeff Myers, Academic and Membership Affairs**  
**Jeff O’Barr, Administrative**

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<tr>
<th>NCAA Division III Strategic Planning and Finance Committee</th>
<th>March 27, 2018, Meeting</th>
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<tbody>
<tr>
<td><strong>Attendees:</strong></td>
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<tr>
<td>Angela Baumann, Massachusetts State Collegiate Athletic Conference</td>
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<td>Sean Cain, SAAC representative, Adrian College</td>
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<td>Jennifer Chuks, Williams College</td>
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<td>Gail Cummings-Danson, Skidmore College</td>
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<td>Bobby Davis, University of Scranton</td>
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<td>Stuart Dorsey, Texas Lutheran University</td>
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<td>Margaret Drugovich, Hartwick College</td>
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<td>David Ellis, Becker 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</td>
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<td>Rob Huntington, Heidelberg University</td>
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<td>Kate Roy, Northern Vermont University</td>
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<td>Joe Walsh, Great Northeast Athletic Conference</td>
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<td><strong>Absentees:</strong></td>
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<tr>
<td>Dennis Shields, University of Wisconsin, Platteville</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 and Louise McCleary.</td>
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<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
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<tr>
<td>Brian Burnsed, Eric Hartung, Jeff Myers, Jeff O’Barr, Andy Schultz and Adam Skaggs.</td>
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