

**REPORT OF THE NCAA DIVISION III
DIVERSITY AND INCLUSION WORKING GROUP
MAY 31, 2016, TELECONFERENCE**

KEY ITEMS.

- None.

LEGISLATIVE ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Welcome and roster.** The NCAA Division III Diversity and Inclusion Working Group commenced business at 10:05 a.m. Eastern time Tuesday, May 31, 2016. Dennis Shields welcomed the group. Staff conducted a roll call.
2. **Report of April 14, 2016, teleconference.** The working group reviewed the report and had no changes.
3. **2017 D.A.R.E.S. Convention Program.** Staff asked the working group for its feedback on the acronym D.A.R.E.S. – Division III Advancing Racial and Ethnic-Minority Students. Similar to the 2016 Institute for Administrative Advancement participants did not endorse the acronym. However, the working group did support “Division III Student Immersion Program.”

Nicolle Wood, Gerard Bryant and Natalie Winkelfoos volunteered to serve on the selection committee for the 2017 Division III Student Immersion Program. Committee responsibilities will consist of ranking the applicants in early October, and participating in one or two teleconferences to select the 40 participants.

4. **Confirm new diversity initiatives for 2016-17.** The working group agreed that the following three new diversity and inclusion initiatives for 2016-17 should be forwarded to the Strategic Planning and Finance Committee for feedback:
 - a. Additional programming for ethnic minority students – model the NCAA’s Leadership Institute (e.g., a three- to four-day intensive professional development program in Indianapolis in June for ethnic-minority students selected to attend Convention. Participants must show a high level of interest in pursuing a Division III athletics career).
 - b. Senior woman administrator (SWA) professional development. Enhance the current programming offered in conjunction with the annual NACWAA Convention in October (e.g., expand the program from a half-day to a day and a half professional development opportunity).
 - c. Conference grant funding specifically for programming and/or internships. Provide funding to conference offices, on request, to fund either internships for ethnic minority and

female students (e.g., the North Coast Athletic Conference's Branch Rickey Program) or programming for ethnic minority and female students.

The working group noted that with the current NCAA Division III biennial budget, \$230,000 additional dollars have been earmarked for new diversity and inclusion initiatives and programming. The three recommended initiatives, in addition to the Division III Student Immersion Program, would use all of the funding.

a.	Division III Student Immersion Program	\$50,000
b.	Additional grants for conference offices	\$50,000
c.	SWA programming	\$70,000
d.	Programming for ethnic minority students	\$60,000

5. Best Practices Resources. The working group discussed next steps in developing best practices resources. Concepts discussed included:

- a. A hiring best practices guide;
- b. Collaborating with the Office of Inclusion in updating the Role of the Senior Woman Administrator Resource; and
- c. Modeling 360 proof and developing a web-based program that provides an assessment tool, strategic planning and a feedback instrument for the entire campus.

The working group will develop all three resources in the following order:

a.	Hiring best practices guide	January 2017
b.	SWA resource	August 2017
c.	Web-based program	August 2018

The working group will divide into four subcommittees to begin researching the following components of the hiring best practices guide:

- a. Developing a diverse candidate pool: Amy Wilson, Nicole Hollomon, Chancellor Shields and Heather Benning.
- b. The search process and engagement with search firms: Sarah Sadowski, Joe Onderko, Gerard Bryant and Callie Olson.

- c. Search committee training: Louise McCleary, Jason Fein, Keith Brandon and Ms. Wood.
- d. Retention and exit-interview training: Sonja Robinson, Nnenna Akotaobi and Ms. Winkelfoos.

NCAA staff will set up one to two planning calls from late June until early August. The subcommittees will use the existing [Division II best hiring practice guide](#) as a starting point.

- 6. **Update on NCAA Association-Wide Ad Hoc Committee.** Staff provided an updated on the recent work of the Association’s Ad Hoc Committee on Diversity and Equity, in particular the newly created diversity resolution and pledge for presidents and chancellors. The NCAA Board of Governors is currently seeking feedback on the pledge that requests presidents and chancellors to be more engaged in ensuring a diverse candidate pool with athletics searches. The Ad Hoc Committee is also involved in making sure NCAA championships and events are in cities that can ensure a safe environment for LGBT student-athletes and spectators.
- 7. **Next steps.** The working group will begin working on the development of the hiring best practices guide.
- 8. **Other business.** Staff will develop a strategic plan for the working group to review on its August teleconference. With Sharon Beverly’s recent resignation from the College of New Jersey, staff will seek a replacement from the west coast to provide greater geographic representation on the committee. The next teleconference call is August 16 at 1 p.m. Eastern.
- 9. **Adjournment.** The call adjourned at 11 a.m. Eastern time.

Staff Liaisons:
Louise McCleary, Division III Governance
Nicole Hollomon, Research
Sonja Robinson, Office of Inclusion
Sarah Sadowski, Leadership Development
Amy Wilson, Office of Inclusion

Teleconference date: May 31, 2016
Attendees:
Keith Brandon, Penn State University, Abington
Gerard Bryant, John Jay College of Criminal Justice
Jason Fein, Drew University
Callie Olson, Lakeland College
Joe Onderko, Presidents Athletic Conference
Dennis Shields, University of Wisconsin-Platteville
Natalie Winkelfoos, Oberlin College

Nicolle Wood, Salem State University
Absentees:
Nnenna Akotaobi, Swarthmore College Heather Benning, The Midwest Conference George Koonce Jr., Marian University (WI) Chris O'Rourke, Becker College
NCAA Staff Support in Attendance:
Nicole Hollomon, Louise McCleary, Sonja Robinson, Sarah Sadowski, and Amy Wilson.