A G E N D A

National Collegiate Athletic Association
Division II Membership Committee

NCAA National Office                 November 8-9, 2016
Indianapolis, Indiana

1. Welcome and announcements. (Kevin Schriver)

2. Approval of August 26 teleconference report to the NCAA Division II Management Council. [Supplement No. 1] (Schriver)

3. Approval of September 12 teleconference report to the Management Council. [Supplement No. 2] (Schriver)

4. Update on NCAA Division II Management Council Subcommittee teleconferences.
   a. September 6 NCAA Division II Institutional Self-Study Guide appeal teleconference. [Supplement No. 3-a] (Chelsea Crawford)
   b. September 27 Purdue University Northwest appeal teleconference. [Supplement No. 3-b] (Chris Brown)

5. Update from the October Management Council and the NCAA Division II Presidents Council meetings. (Maritza Jones)

6. NCAA Division II Strategic Plan and 2016-17 Priorities. [Supplement Nos. 4-a and 4-b] (Gary Brown)

7. Update on NCAA Division II Foundation for the Future. (M. Jones)

8. Update and discussion on next phase of the Make It Yours brand. (Ryan Jones)

9. Update from the NCAA Board of Governors. (Terri Steeb Gronau)

    a. 2017 Convention Division II legislative proposals and review of Question and Answer Guide. [Supplement No. 5-a; Supplement No. 5-b will be posted prior to meeting.] (Amanda Conklin)
    b. Meetings with provisional year one, provisional year two and provisional institutions. [Supplement Nos. 6-a, 6-b and 6-c] (Angela Tressel)
c. Review of 2017 Convention assignments. [Supplement No. 7] (Stephanie Smith)

11. Review Membership Committee Policies and Procedures on Appeals of Membership Committee Decisions. [Supplement No. 8] (Brown)

12. Membership process.

a. Review and selection of vendor to conduct the membership application visits. [Supplement No. 9 to be distributed at meeting.] (Smith)

b. Discussion regarding provisional year one and provisional year three visits. (Brown and Schriver)

(1) Dates of visits and committee member assignments. [Supplement No. 10]

(2) Role and expectations of committee member, staff, vendor and institution. [Supplement No. 11]

(3) Provisional year one visit agenda. [Supplement No. 12]

(4) Review agenda for visit to active Division II member institution. [Supplement No. 13]

(5) Discuss proposed structure for provisional year three visits. [Supplement No. 14] (Tressel)

c. Access to membership benefits for institutions in the membership process. (Brown)

d. Review legislation related to membership process and an institution's opportunity to complete one additional year before being removed from the process. [Supplement No. 15] (Crawford)

e. Discuss Division II conference membership requirements and the application process. [Supplement Nos. 16-a and 16-b] (Brown)

f. Update on institutions in the membership process. (Schriver)

13. Active membership.

a. Review of the ISSG and penalty structure. [Supplement Nos. 17-a and 17-b] (Crawford)

b. Update on NCAA Division II Compliance Blueprint Program. (Brown)
c. Update on for cause and random sports sponsorship audits from 2015-16. (Tressel)

d. Update on recent membership issues.

(1) Southern New Hampshire University and Daniel Webster College merger. [Supplement No. 18] (Brown)

(2) University of Alaska Anchorage and University of Alaska Fairbanks sports sponsorship issues and potential merger. [Supplement Nos. 19-a and 19-b (Confidential, not for broader distribution)] (Conklin)

(3) Urbana University and Franklin University accreditation issue. [Supplement No. 20] (Smith)

(4) Update on Paine College accreditation status. [Supplement No. 21] (Crawford)

(5) Albany State University (Georgia) merger with two-year institution. (Crawford)

14. Discussion regarding tracking of accreditation issues and consortium reporting requirements. [Supplement Nos. 22-a and 22-b] (Tressel)

15. Update on the NCAA Division II Institutional Performance Program and review of Convention session. (Crawford)

16. Update and discussion on Regional Compliance Seminar program. [Supplement No. 23] (Tressel)

17. Review Division II educational strategic plan. [Supplement No. 24] (Tressel)

18. Update from the October Conference Commissioners Association’s meeting. (M. Jones and Smith)

19. Future scheduled meetings.

a. December 12, 2016, teleconference.

b. February 7-8, 2017, in-person meeting; Indianapolis, Indiana.

c. April 12, 2017, teleconference.

20. Other business.
   
a. Review of membership requirements waiver for Biola University. [Supplement No. 25] (Tressel)

b. Oklahoma Panhandle State University reclassification. [Supplement No. 26] (Tressel)

c. Update on the Division II Membership Fund. (Brown)

d. Selection of the active institution visit site for Purdue University Northwest. [Supplement No. 27] (Brown)

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Review of Request for Appeal by Purdue University Northwest Regarding its Application to Enter the Membership Process. The NCAA Division II Membership Committee reviewed an appeal submitted by Purdue Northwest regarding the denial of its application to enter the membership process. At its July 12-14, 2016, meeting, the committee agreed to not accept the institution’s application for membership. The committee reviewed additional information that was submitted as part of Purdue Northwest’s appeal to the NCAA Division II Management Council Subcommittee and agreed to uphold its initial decision to not accept the institution’s application for membership. Specifically, the committee noted its original rationale and that the additional information provided by the institution did not impact its decision, as the institution did not demonstrate that it had functioned as a unified institution or athletics program or that it has a structure in place to support a Division II intercollegiate athletics program.

2. Review of Request for Appeal by Emmanuel College (Georgia) Regarding Its Status in the Membership Process. The committee reviewed an appeal submitted by Emmanuel regarding its status in the membership process. At its July meeting, the committee agreed to remove Emmanuel from the membership process, effective September 1. The committee reviewed additional information that was submitted as part of Emmanuel’s appeal to the Division II Management Council Subcommittee and agreed to reverse its initial decision to remove the institution from the membership process and denying the institution’s request to advance to provisional status for the 2016-17 academic year. Specifically, the committee noted that the institution provided new information clarifying its financial situation. The committee agreed to advance the institution to provisional status with conditions.

[Note: Jeffrey Eisen, director of athletics, University of Mount Olive, recused himself from voting on this item.]
Committee Chair: Kevin Schriver, Southwest Baptist University
Staff Liaisons: Chris Brown, Academic and Membership Affairs
Chelsea Crawford, Academic and Membership Affairs
Angela Tressel, Academic and Membership Affairs
Katie Willett, Academic and Membership Affairs

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<td>Tom Daeger, Great Midwest Athletic Conference.</td>
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<td>Tonia Walker, Winston-Salem State University.</td>
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ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   - None.

INFORMATIONAL ITEMS.

1. Update of Random Sports-Sponsorship Audits and Financial Aid Audits from 2015-16 and Selection of For-Cause Institutions. Staff provided an update regarding the internal process used to determine how institutions are selected for the random sports-sponsorship and financial aid audits. Staff reported that nine institutions were randomly selected for the financial aid audit with two institutions selected for the sports-sponsorship audit. The NCAA Division II Membership Committee requested staff to randomly select additional institutions for the sports-sponsorship audit for the 2015-16 cycle.

   The committee further directed staff to provide an update at its November in-person meeting regarding the results from the random sports-sponsorship and financial aid audits, and to review current policies and procedures regarding the number of random audits conducted on an annual basis. The committee was also provided an update regarding the four institutions selected for “for-cause” financial aid and sports-sponsorship audits.

2. Review of Results of Random NCAA Division II Institutional Self-Study Guide (ISSG) Audits from ISSG Class 1 Due June 1, 2016. The committee received an update on the results of the ISSG audits from Class 1. Seven institutions were randomly selected for the audit. Staff noted no issues from the audits. Institutions identifying a “no” response provided action plans.

3. Update on NCAA Division II Membership Waiver Appeals. The committee was provided with information regarding the appeals submitted by Emmanuel College and Purdue University Northwest. The committee noted that it reversed its decision regarding Emmanuel on a previous teleconference in which it agreed to advance the institution to the provisional year with conditions. Staff also shared the timeline for the Purdue Northwest appeal.
4. **Update on the ISSG Waiver Appeals.** Staff provided an update regarding the NCAA Division II Management Council Subcommittee actions associated with ISSG waiver appeals from three institutions. The subcommittee agreed to uphold the committee decisions denying the waivers with conditions for California State University, San Bernardino and the University of Wisconsin-Parkside. The two institutions have been placed on probation for one year and will be ineligible to receive NCAA Division II Enhancement Funds during the 2016-17 academic year; however, the institutions will not be required to complete the ISSG during the probation year. The subcommittee also agreed to uphold the committee decision to deny the waiver request from Queens University of Charlotte. The institution has been placed on probation for one year and will be ineligible to receive Division II Enhancement Funds proceeds during the 2016-17 academic year. Queens (North Carolina) is also required to complete the ISSG during the probationary period.

5. **Review of the 2016-17 ISSG Questions.** Staff provided an overview of potential issues regarding the current questions for the 2016-17 ISSG. The committee agreed to several changes to the questions prior to releasing the guide to Class 2 institutions. Staff requested that the committee provide any additional feedback prior to release of the guide to Class 2 institutions.

6. **Discussion Regarding 2017 NCAA Division II Membership Application.** The committee discussed necessary updates and changes to be made to the 2017 membership application, and directed staff to make such updates. Staff provided the timeframe for when the 2017 application would be posted on the NCAA Program Hub.

7. **Update on Simon Fraser University Accreditation Process.** Staff provided an update noting that Simon Fraser University completed its accreditation with the Northwest Commission on Colleges and Universities and that the institution would be fully accredited as of September 1, 2016.

8. **Discuss 2016-17 Candidacy and Provisional Annual Reports.** The committee agreed to continue the current process for reviewing annual reports from provisional member institutions during the 2016-17 academic year.

9. **Review 2017 NCAA Convention Membership Sessions.** The committee reviewed the agendas for the 2017 Convention membership sessions with provisional year-one, provisional year-two, and provisional year member institutions. The committee provided feedback on the agendas and scheduled programming, and directed staff to contact institutions that are in, or have gone through, the membership process to identify potential roundtable topics. Staff requested information on committee member availability at Convention to assist in conducting each of the membership meetings.
10. **Review the 2017 NCAA Convention Question and Answer Guide for Sport-Sponsorship Proposal.** Staff reviewed the questions and answers drafted for the sport-sponsorship proposal, and provided the committee the opportunity to share feedback. The proposal would increase the minimum number of contests for sports sponsorship in women’s lacrosse and women’s volleyball [see 2017 NCAA Convention Division II Second Publication of Proposed Legislation Proposal No. 2-18 (division membership – membership requirements – sports sponsorship – minimum contests and participants requirements for all sports sponsorship – women’s lacrosse and women’s volleyball)].

11. **Update on the NCAA Division II Compliance Blueprint Program.** Staff provided the committee with an update regarding the compliance blueprint program. It was noted that 11 institutions are confirmed to participate in the program during the 2016-17 academic year.

12. **Update from the August 29 Provisional Year-One Orientation.** The committee received an update from the provisional year-one orientation that occurred at the NCAA national office in August. Staff shared positive feedback regarding the format and programming associated with the orientation.

   - *Identify Active Member Host Institutions for Provisional Year-One.* The committee selected the University of Alabama in Huntsville as the host institution for Auburn University at Montgomery, Azusa Pacific University as the host institution for Biola University, and the University of Indianapolis as the host institution for Davenport University for the required provisional year-one active member campus visit.

13. **Discuss NCAA Division II Institutional Performance Program (IPP) Convention Session.** Staff provided an update on the status of the IPP system, and discussed the structure of the 2017 Convention education session.

14. **Approval of the July 2016 Report to the NCAA Division II Management Council.** The committee reviewed and approved the July 2016 in-person meeting report.

15. **Review the July/August 2016 Management Council and NCAA Division II Presidents Council Summary of Actions.** Staff provided an update on the Management Council and Presidents Council meetings from July and August, respectively.

16. **Review of the Division II Membership Committee Roster.** The committee reviewed and made updates as necessary to the committee members’ contact information.

17. **Future Meeting Dates.**
18. **Other Business.**

- **Update on Institutions in the Membership Process.** Staff updated the committee on staffing changes at the University of Auburn Montgomery and Westminster University. The committee agreed to continue monitoring these issues.

*Committee Chair: Kevin Schriver, Southwest Baptist University*

*Staff Liaisons: Chris Brown, Academic and Membership Affairs*

*Chelsea Crawford, Academic and Membership Affairs*

*Angela Tressel Academic and Membership Affairs*
# NCAA Division II Membership Committee  
**September 12, 2016, Teleconference**

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ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Review of University of Wisconsin, Parkside’s Appeal Regarding its Late Submission of the NCAA Division II Institutional Self-Study Guide (ISSG).** The NCAA Division II Management Council Subcommittee reviewed information submitted as part of the University of Wisconsin, Parkside’s appeal, and agreed to overturn, in part, and uphold, in part, the NCAA Division II Membership Committee’s decision to deny the institution’s waiver requesting an extension of the deadline to submit the completed ISSG. The subcommittee noted that the institution did not submit mitigating and/or extenuating circumstances to remove the institution from probation or to make the institution eligible for enhancement funds. Therefore, the institution will be placed on probation during the 2016-17 academic year and will not be eligible to receive enhancement funds. However, the subcommittee noted that since the institution met the intent of the self-study guide legislation, it would not be required to complete the ISSG during the probationary year.

2. **Review of Queens University of Charlotte’s Appeal Regarding its Late Submission of the ISSG.** The subcommittee reviewed information submitted as part of Queens University of Charlotte’s appeal, and agreed to uphold the Membership Committee’s decision. Specifically, the subcommittee noted that the institution’s failure to complete the ISSG, with the appropriate signatures by the legislated deadline, was within the institution’s control. The subcommittee further noted a lack of documented mitigating and extenuating circumstances as administrative changes in the athletics department did not justify relief from the legislation. The institution will be placed on probation during the 2016-17 academic year and will not be eligible to receive NCAA Division II Enhancement Funds. In addition, the institution must complete the ISSG during the probationary period.

[Note: Lynn Griffin, director of athletics, Coker College, recused herself from voting on this item.]

3. **Review of California State University, San Bernardino’s Appeal Regarding its Late Submission of the ISSG.** The subcommittee reviewed information as part of California State University, San Bernardino’s appeal, and agreed to overturn, in part, and uphold, in part, the Membership Committee’s decision to deny the institution’s waiver requesting an extension of the deadline to submit the completed ISSG. The subcommittee noted that the institution did not submit mitigating and/or extenuating circumstances to remove the institution from probation or to make the institution eligible for Division II Enhancement
Funds. Therefore, the institution will be placed on probation during the 2016-17 academic year and will not be eligible to receive Division II Enhancement Funds. However, the subcommittee noted that since the institution met the intent of the self-study guide legislation, it would not be required to complete the ISSG during the probationary year.

Committee Chair: Stan Williamson, University of West Alabama
Staff Liaisons:
- Chris Brown, Academic and Membership Affairs
- Chelsea Crawford, Academic and Membership Affairs
- Angela Tressel, Academic and Membership Affairs
- Katie Willett, Academic and Membership Affairs

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<td>September 6, 2016, Appeal Call</td>
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**Attendees:**
- Julia Beeman, Belmont Abbey College.
- Carrie Bodkins, Alderson-Broadus College.
- Lynn Griffin, Coker College.
- Paul Leidig, Grand Valley State University.
- Ismael Pagán-Trinidad, University of Puerto Rico at Mayagüez.
- Eric Schoh, Winona State University.
- Kim Vinson, Cameron University.
- Stan Williamson, University of West Alabama.

**NCAA Liaisons in Attendance:**
- Maritza Jones and Terri Steeb Gronau.

**Other NCAA Staff Members in Attendance**
- Chris Brown, Jada Buckner, Zandria Conyers, Chelsea Crawford, Stephanie Quigg Smith, BreAnna Smith and Katie Willett.
REPORT OF THE
NCAA DIVISION II MANAGEMENT COUNCIL SUBCOMMITTEE
SEPTEMBER 27, 2016, TELECONFERENCE

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

• Review of Appeal Request Submitted by Purdue University Northwest Regarding its Application for the Membership Process. The NCAA Division II Management Council Subcommittee reviewed an appeal request submitted by Purdue University Northwest regarding its application to enter the NCAA Division II membership process. During its July 2016 meeting, the NCAA Division II Membership Committee did not accept Purdue Northwest’s application for membership. During the teleconference, representatives from Purdue Northwest and the committee presented information to the subcommittee. The subcommittee agreed to overturn the committee’s decision to deny the institution’s application for membership. The subcommittee noted that the committee’s decision was “clearly erroneous” based on the totality of the circumstances and that the institution was prepared to enter the membership process for the 2016-17 academic year. Purdue Northwest will immediately enter provisional year one of the membership process.

[Note: Paul Leidig, faculty athletics representative, Grand Valley State University, recused himself from participating in the teleconference.]

Subcommittee Chair: Stan Williamson, University of West Alabama
Staff Liaisons: Terri Steeb Gronau, vice president of Division II
Maritza S. Jones, director of Division II
### NCAA Division II Management Council Subcommittee
#### September 27, 2016, Appeal Call

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<td>Regina D. Biddings-Muro, Purdue University Northwest; Rick Costello, Purdue University Northwest; Thomas L. Keon, Purdue University Northwest; and Kevin Schriver, Southwest Baptist University, Division II Membership Committee chair.</td>
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**Vision:** To develop and prepare Division II student-athletes to graduate and thrive in their lives and careers.

**Mission:** Division II intercollegiate athletics seeks to provide value and significance for its members by supporting the mission of higher education and striking a balance among academic excellence, athletics competition and social growth.
Division II is ready to roll. Under the leadership of the Division II Presidents Council, our 300-strong Division II membership is positioned to excel in the coming years with an ambitious, aggressive and responsible plan that builds upon Division II's unique attributes and a position of fiscal strength to pave an exciting road ahead.

Division II has worked hard to establish “Life in the Balance” as more than a moniker. Our principles, policies and behaviors support a balanced approach for student-athletes who view their athletics participation as an integral part of their college experience.

Indeed, Division II epitomizes the “collegiate model of athletics,” which affords student-athletes the opportunity to explore their varied academic and social interests, to grow as productive citizens and to contribute to their communities. That is who we are.

As such, any vision for our future must protect that premise, yet be nimble enough for us to operate in a fast-paced, ever-changing higher-education environment.

That vision must also benefit and enrich our most precious resource: more than 110,000 student-athletes. Division II provides high-level athletics competition, the highest access ratio for postseason championships, a commitment to community engagement, and legislation that strategically (and without undo burden) allows our membership to enhance that student-athlete experience.

To maintain our success – and to prepare for whatever challenges may be ahead – we have established the following five broad-based strategic areas in which to devote our energy as a division:
- Academics and Life Skills
- Athletics Operations and Compliance
- Diversity and Inclusion
- Game Day and Conference and National Championships
- Membership and Positioning Initiatives

We have equipped each area with resources and oversight groups to achieve our desired strategic-positioning outcomes.

**Implemented effectively, our plan:**
- Produces student-athletes who graduate, who exhibit leadership, who engage with their communities and who have acquired the skills they need to maintain healthy and productive lifestyles.
- Helps Division II schools and conferences create engaged and high-functioning athletics operations and compliance programs.
- Promotes diverse and inclusive environments within all levels of intercollegiate athletics.
- Enhances the game day and championships experience for our student-athletes.
- Demands fiscal responsibility at the local, conference, regional and national levels.
- Respects our past, celebrates who we are, and enhances the public’s knowledge and appreciation of Division II.

Our strategic vision for Division II is an optimistic one. We have worked diligently to be where we are and, importantly, who we are.

Judith A. Bense, Ph.D.
President, University of West Florida
Chair, Division II Presidents Council

NCAA Division II is proud of its past and eager to embrace its future.
We already know that athletics participation enhances learning and leadership for our Division II student-athletes.

Student-athletes at Division II institutions consistently graduate at rates higher than their student-body counterparts – about seven percentage points higher in fact for the most recent four-year cohort.

Ninety-five percent of current student-athletes surveyed said they would recommend the DII experience to a prospective student-athlete, and 93 percent of former student-athletes now 10 years removed from their playing days said they would do the same.

We want to build on that success! We want student-athletes to graduate with the skills and knowledge to be productive citizens.

**Strategic-Positioning Outcome Area:**

**Academics and Life Skills**
## The Vision

### Help Student-Athletes Earn Their Degrees

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<tr>
<th>Develop and maintain metrics to help evaluate and advance academic success.</th>
<th>TOOLS TO USE</th>
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<tbody>
<tr>
<td>- Academic Performance Census (APC) and Academic Success Rate (ASR) data to determine the effectiveness of academic standards</td>
<td>- Academic Tracking System (ATS) to enable effective data collection</td>
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<td>- Educational efforts regarding eligibility standards</td>
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<th>Support student-athletes in their efforts not only to complete their undergraduate degrees but also pursue postgraduate work.</th>
<th>TOOLS TO USE</th>
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<tbody>
<tr>
<td>- Opportunities for student-athletes who have exhausted their eligibility to finish baccalaureate degrees</td>
<td>- Division II Degree-Completion Award Program</td>
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<td>- Help at-risk student-athletes complete their degrees</td>
<td>- NCAA Walter Byers Postgraduate Scholarship Program</td>
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<td>- Capital One Academic All-America program</td>
<td>- Increase recognition of the NCAA's Elite 89 Award</td>
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<td>- Encourage schools to promote their student-athletes’ academic success in local media</td>
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<tr>
<td>- Presidents’ Award for Academic Excellence</td>
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**WHO WILL HELP:** Division II Academic Requirements Committee  
Division II Management Council

### Help Student-Athletes Obtain and Develop Leadership Skills

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<th>Provide leadership and development opportunities.</th>
<th>TOOLS TO USE</th>
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<td>- Student-Athlete Leadership Forums</td>
<td>- Campus-based leadership programming</td>
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<td>- Additional leadership opportunities (such as the Wooden Academy, Train the Trainer)</td>
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<th>Ensure student-athlete participation in the governance structure at the local, conference and national levels.</th>
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<td>- Strong Student-Athlete Advisory Committee voice in the governance structure</td>
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**WHO WILL HELP:** Division II Student-Athlete Advisory Committee  
Division II Management Council
From the national office staff to conference office and especially institutional staff, there are no better people to work with. I can’t thank everyone enough for your hard work to help out student-athletes.

But what I am most thankful for is that these people provided me the opportunity and support to allow me to make my Division II experience mine. For those who are still in DII or will become part of the DII family, I can assure you one thing, these people will work tirelessly to provide you the same opportunity to make it yours.

Spencer Dodd, baseball student-athlete, Saint Martin’s University, and chair of the Division II Student-Athlete Advisory Committee, 2014

At the heart of the NCAA is the student-athlete. Division II is committed to protecting and enhancing that premise. From our high-level athletics competition and postseason championships experiences to our balanced approach that lets us focus on well-rounded educational and social experiences, Division II provides student-athletes with the tools and resources we need to make the collegiate experience our own.

Roberto Baroniel, baseball student-athlete, Nova Southeastern University, and chair, Division II Student-Athlete Advisory Committee, 2015

From the national office staff to conference office and especially institutional staff, there are no better people to work with. I can’t thank everyone enough for your hard work to help out student-athletes.

Roberto Baroniel, baseball student-athlete, Nova Southeastern University, and chair, Division II Student-Athlete Advisory Committee, 2015
Help Student-Athletes Maintain Healthy and Productive Lifestyles

<table>
<thead>
<tr>
<th>Protect student-athlete well-being through drug-testing programs and legislation and policy that enhance health and safety.</th>
</tr>
</thead>
</table>
|  ● NCAA year-round drug-testing program  
  ● Drug testing at national championships |
| Effectiveness and compliance of health and safety legislation, policies and best practices |

<table>
<thead>
<tr>
<th>Support research and educational efforts that raise awareness and ensure health and safety.</th>
</tr>
</thead>
</table>
|  ● Partner with the Sport Science Institute to identify means to benefit student-athlete safety and wellness  
  ● Analyze data (such as the GOALS/SCORE studies) to determine and improve the quality of the Division II student-athlete experience |
| Division II-specific APPLE conferences  
  ● Partner with Division III and NASPA on the Alcohol and Other Drug Collaborative resource (360 Proof) |

**TOOLS TO USE**: NCAA Committee on Competitive Safeguards and Medical Aspects of Sports

Help Student-Athletes Engage With Their Communities

<table>
<thead>
<tr>
<th>Provide service and engagement opportunities for current student-athletes.</th>
</tr>
</thead>
<tbody>
<tr>
<td>● Community engagement opportunities for Division II student-athletes at the institutional, conference and NCAA championship levels</td>
</tr>
</tbody>
</table>
| SAAC’s partnership with Make-A-Wish  
  ● SAAC’s partnership with Team Impact |

<table>
<thead>
<tr>
<th>Promote and honor student-athletes and former student-athletes who have influenced their communities and institutions.</th>
</tr>
</thead>
</table>
|  ● NCAA Honors Celebration  
  ● NCAA Woman of the Year award  
  ● Recognize community engagement activities at the local, conference and national levels |
| Develop programs to further promote student-athlete academic, athletics and community success |

**TOOLS TO USE**: Division II Student-Athlete Advisory Committee  
**WHO WILL HELP**: NCAA Honors Committee
At the Division II level, students are able to play sports, be integrated in student life, do well in the classroom and graduate with distinction. They are able to have a much more well-rounded experience because their seasons don’t last all year long. They have time to complete internships, get jobs and participate in other campus activities in addition to their athletics pursuits.

To provide for that environment, Division II institutions and conferences strive for an athletics operations blueprint that emphasizes balance for student-athletes, professional development for coaches and staff, and a commitment to compliance from all involved.
# The Vision

**Help Campuses and Conferences Maintain Engaged and Functioning Athletics Operations**

<table>
<thead>
<tr>
<th>Encourage presidents and chancellors to actively engage in the oversight and strategic direction of intercollegiate athletics.</th>
<th><strong>Tools to Use</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Presidential programming at the NCAA Convention</td>
<td>▶ Resources for chancellors and presidents to help oversee athletics departments</td>
</tr>
<tr>
<td>▶ Participation in the Division II Chancellors and Presidents Summits</td>
<td>▶ Division II institutional participation in the NCAA chancellors and presidents executive engagement program</td>
</tr>
<tr>
<td>▶ Participate in/get feedback from the Presidents Council’s annual meeting with chairs of conference presidential groups</td>
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<table>
<thead>
<tr>
<th>Increase athletics administrators’ participation in the governance process at the local, conference and national levels.</th>
<th><strong>Tools to Use</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Communicate with campuses/conferences regarding policy issues, governance updates and hot topics</td>
<td>▶ Take advantage of Division II Governance Academies in partnership with the Minority Opportunities Athletics Association (MOAA) and the National Association of Collegiate Women Athletics Administrators (NACWAA)</td>
</tr>
<tr>
<td>▶ Communicate with and educate institutions and conferences about the Division II governance structure, including committee oversight areas, reporting lines, committee openings and nominating procedures</td>
<td>▶ Partner with the Division II Athletics Directors Association (DII ADA) to encourage participation in the Division II governance structure</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Enhance conference office involvement in the governance process and in addressing Division II issues.</th>
<th><strong>Tools to Use</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Partner with the Division II Conference Commissioners Association (CCA) to:</td>
<td>▶ Conduct an annual in-person meeting with the Division II Conference Commissioners Association Compliance Administrators (CCACA)</td>
</tr>
<tr>
<td>▶ Promote the Division II CCA National Scholar Athlete of the Year Award</td>
<td>▶ Have NCAA national office staff participate in CCA meetings</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Enhance coaches’ engagement and fortify their role as advocates for the value of Division II athletics.</th>
<th><strong>Tools to Use</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Partner with coaches associations to encourage enhanced participation and interest in the governance process and promote the values of Division II athletics</td>
<td>▶ Educational outreach for coaches</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Provide leadership and development opportunities for athletics administrators, coaches and faculty.</th>
<th><strong>Tools to Use</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Encourage faculty participation in the FAR Fellows Institute and Advanced Leadership Institute</td>
<td>▶ Partner with the College Sports Information Directors of America (CoSIDA) to create best practices for athletics communicators</td>
</tr>
<tr>
<td>▶ Develop tools and resources to enhance the role of the senior woman administrator</td>
<td></td>
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</tbody>
</table>

**Who Will Help:** Presidents Council, Management Council, Nominating Committee, Athletics Directors Association, Conference Commissioners Association
Hundreds of Division II members participate in the division’s democratic governance process that uses a robust committee system to consider policy and procedures that improve the student-athlete experience.

As a frequent participant in that structure, people sometimes ask me how in the world we get anything done. I assure them that it’s no mystery. There’s a collective sense in Division II about who we are and what we need to accomplish to honor our principles and standards.

Since the structure represents all Division II conferences and includes almost all levels of administration and faculty from the institution and conference perspective, we get a lot of passionate input on just about any topic we address. But at the end of the day, that passion funnels into a common goal, which is to position Division II as an entity that represents and lives the collegiate model.

Karen Stromme,
University of Minnesota Duluth
senior woman administrator
**Help Campuses and Conferences Maintain Engaged and Functioning Compliance Operations**

<table>
<thead>
<tr>
<th>Develop, enhance and increase educational opportunities and services to support and maintain an effective compliance system.</th>
<th><strong>TOOLS TO USE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Offer interpretive support to campuses and conferences (for example, through the conference contact program and Requests/Self-Reports Online [RSRO])</td>
<td>▶ Use technology to deliver rules education (such as the NCAA Learning Management System)</td>
</tr>
<tr>
<td>▶ Take advantage of compliance education opportunities (regional compliance seminars, train-the-trainer approach)</td>
<td>▶ Provide educational opportunities for coaches</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Develop, maintain and share compliance tools to help institutions and conferences fortify their day-to-day compliance operations.</th>
<th><strong>TOOLS TO USE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Promote the use of available resources/tools such as the Legislative Services Database (LSDBi) and the Compliance Assistant program</td>
<td>▶ Include more useful content on the Division II compliance resource page on the NCAA website (for example, add forms and best practices)</td>
</tr>
<tr>
<td>▶ Educate about tools and resources related to different processes such as student-athlete reinstatement, legislative relief and secondary violations</td>
<td>▶ Coaches Certification Test</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ensure a legislative process that supports effective Division II governance.</th>
<th><strong>TOOLS TO USE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Promote educational resources to help understand legislative proposals (for example, Q&amp;A document and the Division II Official Notice)</td>
<td>▶ Review legislation, policies and practices to alleviate potential compliance burdens that NCAA regulations place on Division II intercollegiate athletics (for example, conduct a comprehensive review of financial aid legislation)</td>
</tr>
<tr>
<td>▶ Evaluate the effectiveness of legislation adopted by the membership and reform initiatives undertaken by the division such as Life in the Balance, Ease of Burden and Path to Graduation</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Deliver health and safety legislation and policies designed to protect student-athlete well-being.</th>
<th><strong>TOOLS TO USE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Evaluate the effectiveness and compliance of health and safety legislation, policies and best practices</td>
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</table>

**WHO WILL HELP:** Legislation Committee  
Committee on Competitive Safeguards and Medical Aspects of Sports  
Conference Commissioners Association Compliance Administrators
Division II has worked diligently to establish a family environment within its ranks, and as such, it is critical that all of its members feel not only welcome but also able to have their voices heard.

Ultimately, we know that an inclusive environment makes us better as a division. We also know that it is up to all stakeholders – presidents and chancellors, athletics administrators, conference personnel, coaches, faculty and student-athletes – to advocate for establishing and maintaining these inclusive cultures.

We have implemented a number of successful programs over the years to help in that regard, and we will rely on them again going forward. One of the most successful has been the Division II Strategic Alliance Matching Grant program, which provides funding for new (or enhancement of existing) full-time, senior-level administrative positions for ethnic minorities and women. The program has funded dozens of positions in all areas of athletics administration over the past decade.
## The Vision

### Help Campuses and Conferences Create Diverse and Inclusive Environments

<table>
<thead>
<tr>
<th>Provide tools and resources to institutions and conferences that teach the importance, value, benefits and role of diversity and inclusion in higher education and intercollegiate athletics.</th>
<th>Provide tools and resources that help schools and conferences recruit, hire and retain diverse groups and individuals.</th>
</tr>
</thead>
</table>
| ▶ NCAA Inclusion Forum  
▶ Diversity education workshops | ▶ Division II Strategic Alliance Matching Grant program  
▶ Mentor program for Division II administrators  
▶ The “So You Want To Be an Athletics Director” resource  
▶ National and Regional Career in Sports Forums  
▶ Leadership Institutes for Ethnic Minority Males and Females |
| ▶ NCAA on-campus diversity training program | ▶ Pathway Program  
▶ National Association of Collegiate Women Athletics Administrators (NACWAA) Institutes  
▶ Women’s Leadership Symposium  
▶ NCAA Postgraduate Internship Program  
▶ Division II Coaching Enhancement Grant program  
▶ Football Coaches Academy |

### Partner and collaborate with other organizations to support and enhance the diversity of administrators, coaches and student-athletes at the local, conference and national levels.

| ▶ Division II partnership with the Minority Opportunities Athletic Association (MOAA)  
▶ Division II partnership with NACWAA | ▶ Division II partnership with conferences whose members include Historically Black Colleges and Universities |
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<tr>
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<tbody>
<tr>
<td>▶ Promote the annual Award for Diversity and Inclusion given in conjunction with MOAA</td>
<td></td>
</tr>
</tbody>
</table>

### Recognize and celebrate institutional and conference initiatives, policies and practices that embrace diversity and inclusion within intercollegiate athletics.

**WHO WILL HELP:** Inclusion Advisory Group  
NCAA Office of Inclusion  
Division II conferences  
Division II institutions
Violet Palmer is a good example of what can happen when someone is simply given a chance to succeed. Palmer played basketball at California State Polytechnic University, Pomona, from 1983 through 1986 under a coach who in 1984 would become the first woman to officiate an Olympic men’s basketball game.

“I watched her and thought, ‘Maybe this is something I should try,’ ” Palmer said.

Palmer first began officiating youth games when she was a student-athlete and later called games at the college level. Then in 1997 – on Halloween night – Palmer made some history of her own when she was the NBA’s first female official to work a game.

“I can honestly say I was scared out of my wits,” Palmer recalled about that game between Vancouver and Dallas. “All I wanted was to get out on the floor and have the ball go up. Then I could just become a referee.”

Ultimately, Palmer relied on her Division II experience to excel.

“Those thoughts as I first walked out on the floor as an NBA referee, I can definitely tie back to when I first made the decision to play basketball at Cal Poly Pomona,” said Palmer, who was selected as a member of the Division II 40th Anniversary Tribute Team in 2013. “My Division II experience taught me those essential things in life, not only as a basketball player but as a human being.

“It was dedication. It was hard work. It was the work ethic in every single day. I don’t look at myself and think that I’m doing something special. I was given an opportunity.”
## Build Environments at the NCAA National Office and Within the Governance Structure in Which Diversity and Inclusion Are Recognized and Valued

<table>
<thead>
<tr>
<th>Analyze and assess research and current programming to provide programs, tools and resources that support diverse and inclusive environments.</th>
<th>Periodically review demographic trends to determine whether available programming will effect change</th>
<th>Adhere to the philosophical framework to guide NCAA national office inclusion efforts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish meaningful policies, programming and education to sustain inclusive cultures within all areas of diversity.</td>
<td>Student-athletes with disabilities initiatives (for example, think tank and educational and awareness sessions)</td>
<td>Racial and ethnic minority initiatives (for example, advocacy group round tables, search firm round tables and presidential inclusion summits)</td>
</tr>
<tr>
<td></td>
<td>Strategic initiatives for women (for example, conference Title IX and senior woman administrator best practices guide, postseason opportunities data, addressing sexual assault and interpersonal violence handbook)</td>
<td>International student-athletes initiatives</td>
</tr>
<tr>
<td></td>
<td>Ask the Division II Nominating Committee to periodically review committee representation and target underrepresented groups to consider committee service</td>
<td>Lesbian, gay, bisexual, transgender and questioning (LGBTQ) initiatives (for example, educational and best practices resource, campaign for fair environments)</td>
</tr>
<tr>
<td>Balance Division II committee rosters to ensure that the interests of all Division II constituents are represented in the governance structure.</td>
<td>Communicate with and educate institutions and conferences regarding the Division II governance structure, including committee oversight areas, reporting lines, committee openings and nominating procedures</td>
<td></td>
</tr>
</tbody>
</table>

**Tools to Use:**
- Division II Inclusion Advisory Group
- Division II Nominating Committee
- NCAA Office of Inclusion

**Who Will Help:**
- Division II Inclusion Advisory Group
- Division II Nominating Committee
- NCAA Office of Inclusion
Division II has plenty to offer when it comes to athletics competition. Our game environment initiative has helped our members establish family-friendly events during the regular season. Our community engagement efforts have helped conferences connect within their regional footprints during conference championships, and our national championships experiences are, quite frankly, second to none.

- Division II sponsors and fully funds **25 national championships** – 12 in men’s sports and 13 in women’s sports – that annually give the more than 16,000 student-athletes who participate in them the experience of a lifetime.
- Of the three divisions, Division II provides its student-athletes with **the most access to championships competition** (one championships opportunity for every seven student-athletes).
- Many Division II sports have **large championship brackets**, which means there are several berths for each of the division’s eight competition regions. Division II athletics are not driven by revenue generation, which affords schools the luxury of not having to take on a corporate mentality in order to fund their programs.
- Division II is the only NCAA division that conducts **National Championships Festivals**, Olympic-style events in which a number of national championships are held at a single site over several days.

Our goal is to provide a quality student-athlete experience in Division II athletics competition and in conference and national championships, and to ensure game environments are competitive, safe, positive, respectful and entertaining.
## The Vision

*Provide Outstanding Division II Game Day Experiences at the Local, Conference and National Levels*

<table>
<thead>
<tr>
<th>Ensure game environments and experiences that are competitive, safe, fun, positive, respectful and entertaining.</th>
<th>TOOLS TO USE</th>
</tr>
</thead>
<tbody>
<tr>
<td>▶ Championships Code of Conduct Policy</td>
<td>▶ Community engagement initiatives</td>
</tr>
<tr>
<td>▶ Division II National Championships Festivals</td>
<td>▶ Game environment initiatives</td>
</tr>
<tr>
<td>▶ Additional joint championships combining similar sports across genders and across divisions</td>
<td>▶ Conduct Foul Pilot Program</td>
</tr>
</tbody>
</table>

Promote and honor exceptional efforts to provide quality competitive experiences.

<table>
<thead>
<tr>
<th>▶ Division II Award of Excellence</th>
</tr>
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</table>

Strengthen partnerships and relationships with host communities, schools, coaches associations, media and sponsors at the local, regional and national levels.

| ▶ Community engagement activities at every Division II championship | ▶ Coaches Connection program |
| | ▶ Develop more local organizing committee (LOC) interaction and engagements surrounding championships |

Enhance and increase the use of technology, tools and services to improve the effectiveness and efficiencies of game day, conference and national championships operations.

<table>
<thead>
<tr>
<th>▶ Collaboration zones for sport committees</th>
<th>▶ Championships manual consistency</th>
</tr>
</thead>
</table>

Provide opportunities to develop, establish and improve standards in officiating, and increase the pool of qualified officials.

| ▶ Require postseason officials across championships (baseball, men’s and women’s basketball, football, softball, women’s volleyball, wrestling) to register with ArbiterSports | ▶ Engage national coordinators of officiating at the conference level to develop training/development programs for officials |
| | ▶ Strengthen the use of the “Game Environment” initiatives across championships to emphasize and support a better working environment for officials |
| ▶ Provide additional training materials for NCAA officials in men’s and women’s lacrosse and men’s and women’s track and field | |
| ▶ Develop initiatives that encourage individuals to get involved in officiating |

**WHO WILL HELP:** Division II Championships Committee  
Division II conferences  
Division II athletics directors
Student-athletes attend our Division II colleges and universities to be students first, but that doesn’t mean we shouldn’t strive to make their athletics experiences the best they can be. From our high championships access ratio to our regular-season and postseason television opportunities and to our family friendly game environments – the game day experience in Division II is second to none.

Timothy Ladd, faculty athletics representative, Palm Beach Atlantic University, and chair, Division II Management Council

Every time we get surveys from student-athletes who have participated in a Division II national championship, they almost always say their favorite part of their experience is the community engagement event. We get a lot of, ‘We came to win a national championship, but it was great to see the smiles on the faces of the kids when we went to the Boys and Girls Clubs.’

Through community engagement, Division II is able to build relationships, bringing communities to campus to experience all that Division II has to offer. We take time from our competition to give back – we are committed to developing leaders through the powerful life lessons of intercollegiate athletics.

Jill Willson, Division II championships community engagement coordinator
Create Fair and Equitable Regional and National Competition Through Consistent Selection Criteria and Appropriate Access

<table>
<thead>
<tr>
<th>Develop and implement consistent selection criteria that reflect Division II priorities.</th>
<th>Policies and procedures manual for Division II selection criteria</th>
<th>Provide education and training resources about the selection process to Division II institutions, coaches, conferences, regional advisory committees (RACs) and national governing sport committees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prioritize championships resources and policies to ensure the best quality of competition for Division II student-athletes.</td>
<td>Triennial review of championships budget</td>
<td>Review championships policies and legislation (for example, regionalization, contiguous state principle, automatic qualification, reseeding at NCAA championships and access ratios)</td>
</tr>
</tbody>
</table>

**WHO WILL HELP:** Division II Championships Committee
Division II was officially christened in 1973 when NCAA members at a Special Convention that summer voted to establish three divisions for athletics competition. The three-division structure adopted in 1973 gave NCAA members a more varied menu for which to classify their programs. At the time, Division II gave members a landing place for colleges that couldn’t afford to be Division I and yet wanted to be in the athletics scholarship game enough not to be Division III.

Former Grand Valley State University President Don Lubbers, who was among those presidents and leaders who essentially founded Division II, tells it this way:

“Division II adopted its balanced philosophy after watching others spend so much trying to be competitive at the elite level that it stretched them financially and put pressure on the school’s academic mission. Division II decided that it wanted to be a group of colleges and universities that had the right balance in their athletics/academic investment.

“I believe the greatest contribution my colleagues and I gave were those two objectives – a sense of fiscal balance and the partial-scholarship model that gives student-athletes the pride of being recognized for their athletics ability without insinuating that athletics should dominate their overall educational experience. We always thought that was a common-sense approach to athletics in higher education.”

Now, more than 40 years later, our goal going forward is to continue that steadfast commitment to fiscal responsibility and to allocate funds and resources to athletics in a manner that is consistent with the Division II identity.

We also want to fortify our membership by (1) Attracting and retaining members who support the strategic position and philosophy of Division II intercollegiate athletics; (2) Promoting the Division II identity through collaborative partnerships and relationships; and (3) Strengthening the public’s knowledge and appreciation for Division II.
The Vision

Foster Fiscal Responsibility at the Local, Conference, Regional and National Levels

Allocate funds and resources in a manner that recognizes and supports the unique characteristics and attributes of Division II.

**TOOLS TO USE**

- Division II budget guidelines and principles
- Division II long-range budget framework
- Enhancement fund program
- Conference grant program

**WHO WILL HELP:**

- Division II institutions
- Division II conferences
- Division II Planning and Finance Committee
- Division II Management Council
- Division II Presidents Council
- Division II Media Advisory Group
- Division II Championships Committee

Enhance the Public’s Knowledge and Appreciation of Division II

Develop a strategy and plan that provide new avenues to expand Division II branding and promotional efforts to external audiences.

**TOOLS TO USE**

- Division II brand enhancement initiative
- Division II national media presence
- Brand identity workshops and coaches workshop
- Audience-specific toolkits on benefits of Division II membership

**WHO WILL HELP:**

- Partnership with the College Sports Information Directors of America (CoSIDA)
- Division II military pilot program
- Division II campus retreats

Promote the Division II identity through collaborative partnerships and relationships.

**TOOLS TO USE**

- Division II Award of Excellence
- Dr. Dave Pariser Faculty Mentor Award
- NCAA Champion Magazine
- NCAA News articles
- Division II Yearbook

**WHO WILL HELP:**

- Division II institutions
- Division II conferences
- Division II Management Council
- Division II Identity Subcommittee
- Division II Student-Athlete Advisory Committee
The Division II strategic positioning platform has provided a strong foundation to carve out our unique identity and align our actions with a strategic vision. As such, we’ve actually provided a model for higher education and intercollegiate athletics in how to fully integrate the student-athlete experience, where the focus is on the growth and development of the person, and not just the athlete. This journey underlines the transcendent value of intercollegiate athletics to the overall cumulative effect of college on students.

And now here we are in the present, where the collegiate model has been strengthened by what we’ve done along the way. And we’re not done improving the experience for our student-athletes and the schools that make up the Division II family. On the contrary, we’re ready to increase our resolve to keep ‘Life in the Balance’ for the students we serve.

Charles Ambrose, president, University of Central Missouri; and former Division II Presidents Council chair
Continue Developing Member Institutions and Conferences That Support the Strategic Position and Philosophy of Division II Intercollegiate Athletics

Continually review membership requirements and educational programming to ensure institutions and conferences support the strategic position and philosophy of Division II intercollegiate athletics.

Commit to the strategic management of Division II membership growth (as set forth in the “White Paper Regarding Strategic Growth of Division II Membership”).

Develop and promote tools and resources to help institutions and conferences evaluate their position as members of Division II.

**TOOLS TO USE**

- Division II Institutional Self-Study Guide (ISSG)
- Enhance active membership requirements (for example, require full-time compliance administrator with no coaching duties)
- Implement legislative and policy requirements to help the Membership Committee evaluate new institutions and conferences seeking Division II membership
- Implement legislative and policy requirements for Division I institutions and conferences seeking to reclassify to Division II

**WHO WILL HELP:**

Division II Presidents Council
Division II Membership Committee
Division II Legislation Committee

- Orientation program for new Division II athletics directors
- Provide educational sessions for institutions in the Division II membership process
- Continue to explore international membership

- Institutional Performance Program (IPP)
- Division II Compliance Blueprint Program
- Division II Audit Guide
- Division II Financial Dashboard Indicator

- Division II Values Study
- Educational resources related to membership requirements (for example, minimum sports sponsorship and minimum financial aid requirements)
The division will begin implementing the 10 initiatives that received funding, each of which ties directly to strategic positioning outcome areas in the 2015-21 Division II Strategic Plan (academics and life skills; athletics operations and compliance; diversity and inclusion; game day, conference and national championships; and membership and positioning initiatives). The governance structure will begin annual assessments in spring 2017.

**FOUNDATION FOR THE FUTURE IMPLEMENTATION**

**MAKE IT YOURS™ ACTIVATION, PHASE 2**

While the initial phase focused on Division II constituents, Phase 2 will look outwardly at ways in which the division can strengthen its position as a high-quality and desirable option for prospective student-athletes and their families to consider when making their college choice.

**2017 NATIONAL CHAMPIONSHIPS FESTIVAL**

The division will conduct its 10th festival (the third for winter sports) March 8-11. Co-hosted by the Gulf South Conference and the city of Birmingham, the festival will crown champions in men’s and women’s swimming and diving, men’s and women’s indoor track and field, and wrestling, uniquely celebrating the achievements of more than 1,100 DII student-athletes. The festivals continue to provide the only NCAA stage upon which multiple champions are crowned in a single event.

**BUDGET PRIORITIES: CHAMPIONSHIPS, ACADEMICS, DIVERSITY AND INCLUSION, HEALTH AND SAFETY**

The Division II Planning and Finance Committee approved a new long-range budget that better aligns with the division’s current spending on championships and strategic efforts. The new approach allocates an additional $2.5 million in base budget dollars for enhancements to current or new initiatives. Of that total, $1.5 million will be allocated to championships, with the remaining $1 million targeting academic, inclusion and health and safety initiatives. Committees will work during the coming year to develop proposals that benefit the division collectively.

The new long-range budget allocates an additional $2.5 million for enhancements to current or new initiatives:

- $1.5 million will be allocated to the championships program
- $1 million will target academic, inclusion and health and safety initiatives

**COACHES OUTREACH**

The division will launch year six of the Division II Coaches Connection program, which uses former coaches to strengthen communication between the coaching constituency and the NCAA governance structure in various sports. Among the Foundation for the Future initiatives is a commitment to expand the program during the next five years. The division also approved funding through Foundation for the Future to build a comprehensive online coaches education program that focuses on legislation and health and safety issues.
ENHANCEMENT OF THE COMPLIANCE CULTURE

Division II is committed to helping institutions and conferences maintain engaged and functioning compliance operations and providing meaningful educational opportunities. The division will assess the current culture to identify challenges and develop realistic enhancement efforts, including:

- A collaborative partnership with the National Association for Athletics Compliance (NAAC).
- Engaging campus compliance personnel in honest and meaningful discussions about the culture of compliance in Division II.
- Partnering with the membership to identify and address situations in which current policies, procedures and legislation do not realistically align with the resources available on Division II campuses.
- Encouraging a culture of shared responsibility by providing the opportunity for compliance administrators to build relationships with their peers and the NCAA staff at Regional Compliance Seminars and other NCAA events.

HEALTH AND SAFETY

The Presidents Council has committed to fund initiatives to enhance student-athlete health and safety on campus and in the community. Collaborating with the Sport Science Institute, the division will advance nine strategic priorities that have been identified. In addition, with the success of the first Division II-specific APPLE conference in 2015, the division has approved funding to conduct a second one in the fall of 2017.

LEGALISTIC ITEMS

The Division II governance structure in 2016-17 will continue to review various legislative issues, including financial aid, the nonchampionship segment, academic misconduct, independent medical care, four-year transfer legislation, and ways to help reduce student-athlete time demands. Pending membership feedback, proposals could be presented at the 2017 or 2018 NCAA Convention.

REGIONALIZATION

The division is reviewing its regionalization policy, which for the past eight years has been a cornerstone of the Division II championship model. Although the 2013 membership census confirmed that regionalization is still the best model for Division II, more than 90 changes to the division’s landscape because of conference alignment or reclassification have affected the composition of various regions since then. Among items to be examined are the contiguous state model, as well as selection modifications to avoid repeat matchups in preliminary rounds.
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Second Publication of Proposed Legislation 111th Annual Convention

This publication presents all proposed amendments to NCAA Division II legislation that were properly submitted in accordance with the September 1 deadline in the NCAA legislative calendar. The proposals herein appear in the order in which they would appear, if adopted, in the NCAA Division II Manual. No attempt has been made to place them in topical groupings or in the order in which they eventually might appear in the Convention agenda. Each proposal is accompanied not only by the traditional statement of intent and proposed effective date, but also by a statement of rationale.

The order of the membership-sponsored proposal(s) contained in the Initial Publication of Proposed Legislation has changed in the Second Publication of Proposed Legislation. The order of the 18 proposals in the second publication will change in the Official Notice. The numeral 2 has been placed in front of the proposal number to help identify its position in the second publication. In addition, for each proposal that appeared in the initial publication, a parenthetical follows the proposal number, which identifies the proposal's number as it appeared in the Initial Publication of Proposed Legislation.

No new proposals may be submitted for the 2017 Convention inasmuch as the July 15 and September 1 deadlines have passed. Member institutions and conferences, as well as the Presidents Council, have until 5 p.m. Eastern time November 1 to submit amendments to these proposals. Such amendments-to-amendments may not increase the modification set forth in the printed proposal. Amendments-to-amendments submitted by the membership must have eight sponsors from active member institutions in Division II. In addition, amendments-to-amendments may be sponsored by at least one member conference (on behalf of eight or more of their active member institutions) in Division II. It should be noted that proposals that are withdrawn after the September 15 sponsor-modification deadline appear in the Second Publication of Proposed Legislation; however, information will be included in the Official Notice to indicate the sponsor's intent to withdraw the proposal at the Convention.

Member institutions and conferences are encouraged to request interpretations of the proposed legislation in this Second Publication of Proposed Legislation. Refer to Appendix B for information about how to request an interpretation.

This publication represents the second of three publications dealing with Convention legislation, as dictated by the provisions of Constitution 5. The third publication will be as follows:

November 15 - Official Notice of the 2017 Convention. This publication will contain all legislation for the Convention, including all amendments-to-amendments submitted by the November 1 deadline.
2016-17 Legislative Calendar

The legislative calendar, as set forth in Constitution 5, is summarized here for convenience of reference.

July 15: Deadline for submission of amendments by the Division II membership. Each amendment must include a statement of intent and a separate statement of rationale (200 words or less), as well as identification of the designated primary contact person.

July 15: Legislation Committee Review. The committee reviews proposals by the membership and works with the primary contact person for each amendment to ensure that the proposal meets the intent of the sponsor, to ensure that the placement of the amendment is consistent with the organizational integrity of the Manual, and to edit the intent and rationale statements of the sponsors for clarity and brevity.

August 4: Presidents Council Consideration. The NCAA Division II Presidents Council considers legislative proposals that it may wish to sponsor. It also reviews the proposals submitted by the membership in accordance with the July 15 deadline.

August 15: Posting of Initial Publication of Proposed Legislation.

August 15-September 15: Sponsor-Modification Period. Sponsors are permitted to refine and change their proposals in any manner germane to the original proposal. Member institutions and conferences are invited to offer any suggested revisions of a proposal to the primary contact person listed with the proposal. Also, members that believe an amendment should not be modified should inform the primary contact person.

September 1: Deadline for submission of amendments sponsored by the Division II Presidents Council.

September 15: Deadline for submission by all sponsors (with submission by the primary contact person) of any modification to their original amendments. These modifications may represent either greater or lesser changes; they need only be germane to the original proposal.

September 23: Posting of Second Publication of Proposed Legislation. This publication includes all Division II membership-sponsored proposals (as modified) and includes all proposals sponsored by the Division II Presidents Council.

September 23-November 1: Amendment-to-amendment period. The Division II Presidents Council as well as the membership (see Constitution 5.3.5.3) may submit amendments to the proposals in the Second Publication of Proposed Legislation. These amendments-to-amendments may not increase the modification of the provisions to be amended; they must fall between the provisions of the circularized amendment and the current provisions.

November 1: Deadline for all amendments-to-amendments to be received in the national office. No amendments-to-amendments sponsored by the membership may be submitted after this date. The Presidents Council is authorized to submit further amendments-to-amendments at the Convention if it deems such action necessary.

November 15: Mailing and Posting of the Official Notice of the Convention. This publication includes all Division II proposed legislation and properly submitted amendments-to-amendments.

January 18-21, 2017: NCAA Convention. Delegates may receive the Convention Program when they register at Convention or they may use the NCAA Convention app. The Convention Program and app also contain the most up-to-date meeting schedule and other helpful Convention information.

Division II Legislation Committee

Chair - Natasha Oakes, Missouri Western State University
Molly Belden, Northeast-10 Conference
Peggy Davis, Virginia State University
Marty Gilbert, Mars Hill University
Chris Gregor, Saint Martin's University
Jacob Long, SAAC Representative
Kelly McLaughlin, Regis University
111th Annual Convention
Legislative Proposals Submitted by the NCAA Division II Presidents Council and by the Division II Membership

[Note: Pursuant to Constitution 5.3.12, all amendments shall become effective not earlier than the first day of August following adoption by the Convention; however, if a voting delegate wishes to propose an immediate effective date, or to propose any other effective date prior to the first day of August, a two-thirds majority of all delegates present and eligible to vote on the amendment is required to approve the immediate or alternative effective date. Further, all amendments with an effective date other than the first day of August following the Convention, will contain in the rationale statement reasons for such an effective date. Those proposals that receive the required vote to carry an immediate effective date and that are adopted, become effective upon adjournment of the Convention.]

[Note: In the following proposals:

- Those letters and words that appear in **italics** and strikethrough are to be deleted;
- Those letters and words that appear in **bold** and underlined are to be added; and
- Those letters and words that appear in normal text are unchanged from the current Division II legislation.]
No. 2-1 (1-1)  NCAA MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- INDEPENDENT MEDICAL CARE

Intent: To specify that an active member institution shall establish an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of the primary athletics health care providers (team physicians and athletic trainers) to determine medical management and return-to-play decisions related to student-athletes; further, an active institution shall designate an athletics health care administrator to oversee the institution's athletic health care administration and delivery.

Bylaws: Amend 3.3.4, as follows:

3.3.4 Conditions and Obligations of Membership.

[3.3.4.1 through 3.3.4.16 unchanged.]

3.3.4.17 Independent Medical Care. An active member institution shall establish an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of primary athletics health care providers (team physicians and athletic trainers) to determine medical management and return-to-play decisions related to student-athletes. An active institution shall designate an athletics healthcare administrator to oversee the institution's athletic healthcare administration and delivery.

[3.3.4.17 and 3.3.4.18 renumbered as 3.3.4.18 and 3.3.4.19, unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Committee for Competitive Safeguards and Medical Aspects of Sports)], Pennsylvania State Athletic Conference, Mid-America Intercollegiate Athletics Association and Gulf South Conference.

Effective Date: August 1, 2017

Rationale: The NCAA Principle of Health and Safety makes it the responsibility of institutions to protect the health of, and provide a safe environment for, their student-athletes. As a continuum of Inter-Association Consensus: Independent Medical Care for College Student-Athlete Guidelines, this proposal supports this principle and requires further administrative controls in the delivery of athletics health care services. This proposal addresses the issue of medical providers -primary athletics health care providers -- at institutions having unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. Current legislation gives unchallengeable authority to the sports medicine staff to cancel or modify workouts for health and safety reasons, but does not address medical management of student-athletes. This issue impacts student-athlete health and well-being. This proposal will help to ensure appropriate medical controls and authority. Further, the administrative structure should ensure that no coach serves as the primary supervisor for any medical provider, nor have hiring, retention, and dismissal authority over that provider. The athletics health care administrator can assure that no coach serves in such capacity, and that the delivery of athletics health care is consistent with health and safety legislation and evolving inter-association statements addressing health and safety issues.

No. 2-2 ELIGIBILITY -- ACADEMIC MISCONDUCT

Intent: To define and clarify post-enrollment academic misconduct activities, the individuals to whom the activities apply and violations of such activities, as specified; further, to move the legislation related to pre-enrollment academic misconduct to Bylaw 14.

A. Bylaws: Amend 10.1, as follows:

10.1 Unethical Conduct. Unethical conduct by a prospective or enrolled student-athlete or a current or former institutional staff member, which includes any individual who performs work for the institution or the athletics department even if he or she does not receive compensation for such work, may include, but is not limited to, the following:

[10.1-(a) unchanged.]
(b) Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective or an enrolled student-athlete;

[10.1-(c) through 10.1-(f) relettered as 10.1-(b) through 10.1-(e), unchanged.]

(g) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or institution’s admissions office regarding an individual’s academic record (e.g., schools attended, completion of coursework, grades, test scores);

(h) Fraudulence or misconduct in connection with entrance or placement examinations;

[10.1-(i) and 10.1-(j) relettered as 10.1-(f) and 10.1-(g), unchanged.]

B. Bylaws: Amend 14.02, as follows:

14.02 Definitions and Applications.

14.02.1 Academic Misconduct -- Post-Enrollment. All institutional staff members and student-athletes are expected to act with honesty and integrity in all academic matters. Post-enrollment academic misconduct includes any violation or breach of an institutional policy regarding academic honesty or integrity (e.g., academic offense, academic honor code violation, plagiarism, academic fraud).

[14.02.1 through 14.02.6 renumbered as 14.02.2 through 14.02.7, unchanged.]

14.02.8 Impermissible Academic Assistance -- Institutional Staff Member or Representative of Athletics Interests. Impermissible academic assistance by a current or former institutional staff member or a representative of an institution’s athletics interests includes, but is not limited to, the provision of or arrangement of:

(a) Substantial assistance that is not generally available to an institution’s students and is not otherwise expressly authorized in Bylaw 16.3, which results in the certification of a student-athlete’s eligibility to participate in intercollegiate athletics or receive financial aid; or

(b) An academic exception that results in a grade change, academic credit or fulfillment of a graduation requirement when such an exception is not generally available to the institution’s students and the exception results in the certification of a student-athlete’s eligibility to participate in intercollegiate athletics or receive financial aid.

14.02.9 Institutional Staff Member. For purposes of Bylaw 14, an institutional staff member is any individual, excluding a student employee, who performs work for the institution or the athletics department, regardless of whether he or she receives compensation for such work.

14.02.9.1 Student Employee. For purposes of Bylaw 14, a student employee is an institutional staff member if:

(a) He or she has institutional responsibilities to provide academic services to student-athletes; or

(b) He or she engages in academic misconduct or provides impermissible academic assistance at the direction of a nonstudent employee, an institutional staff member per Bylaw 14.02.9.1-(a) or a representative of the institution’s athletics interests.

[14.02.7 through 14.02.14 renumbered as 14.02.10 through 14.02.17, unchanged.]

C. Bylaws: Amend 14.1.2, as follows:

14.1.2 Validity of Academic Credentials. As a condition and obligation of membership, it is the responsibility of a member institution to determine the validity of the information on which the eligibility of a student-athlete is based. Therefore, it is the responsibility of a member institution to determine whether a transcript is valid for purposes of applying appropriate NCAA legislation to the eligibility of a student-athlete when the institution receives notification, or otherwise has cause to believe, that a student-athlete’s high school, college-preparatory school or two-year college transcript is not valid.

Date Printed: 10/05/2016
14.1.2.1 Pre-Enrollment Academic Misconduct. A prospective student-athlete, student-athlete or a current or former institutional staff member, which includes any individual who performs work for the institution or the athletics department even if he or she does not receive compensation for such work, shall not engage in the following conduct:

(a) Knowing involvement in arranging for fraudulent academic credit or false transcripts for a prospective student-athlete;

(b) Failure to provide complete and accurate information to the NCAA, the NCAA Eligibility Center or an institution’s admissions office regarding an individual’s academic record (e.g., schools attended, completion of coursework, grades and test scores); or

(c) Fraudulence or misconduct in connection with entrance or placement examinations.

[14.1.2.1 through 14.1.2.4 renumbered as 14.1.2.2 through 14.1.2.5, unchanged.]

D. Bylaws: Amend 14.9, as follows:

14.9 Post-Enrollment Academic Misconduct.

14.9.1 Policies and Procedures. An institution must:

(a) Have written institutional policies and procedures regarding academic misconduct applicable to the general student-body, including student-athletes. The policies and procedures must be approved through the institution’s normal process for approving such policies and must be kept on file or be accessible on the institution’s website.

(b) Investigate and adjudicate alleged academic misconduct in accordance with established policies regardless of whether the misconduct is reported to the NCAA or whether the student-athlete acted alone or in concert with others.

14.9.1.1 Exception. An institution may establish a policy that permits an expedited investigation and adjudication of academic misconduct by a student-athlete, provided other applicable policies and procedures are observed and the policy for expedited review is approved through the institution’s normal process for approving such policies and is approved by the institution’s president or chancellor (or his or her designee). Further, the policy that permits an expedited review must be kept on file or must be accessible on the institution’s website.

14.9.2 Post-Enrollment Academic Misconduct.

14.9.2.1 Student-Athlete. A student-athlete shall not be involved in:

(a) Academic misconduct involving a current or former institutional staff member or representative of athletics interests;

(b) Academic misconduct, without the involvement of a current or former institutional staff member or representative of athletics interests, that results in:

(1) An erroneous declaration of eligibility to participate in intercollegiate athletics and the student-athlete subsequently competes for the institution while ineligible;

(2) An erroneous declaration of eligibility to receive financial aid and the student-athlete’s subsequently receives financial aid while ineligible; or

(c) Academic misconduct involving the alteration or falsification of a student-athlete’s transcript or academic record.

14.9.2.2 Institutional Staff Member or Representative of Athletics Interests. A current or former institutional staff member or a representative of an institution’s athletics interests shall not be involved (with or without knowledge of the student-athlete) in:

(a) Academic misconduct related to a student-athlete; or

(b) The alteration or falsification of a student-athlete’s transcript or academic record.
**14.9.2.3 Impermissible Academic Assistance -- Institutional Staff Member or Representative of Athletics Interests.** A current or former institutional staff member or a representative of an institution’s athletics interests shall not provide impermissible academic assistance to a student-athlete (see Bylaw 14.02.8).

**14.9.2.3.1 Application.** If an institution determines, pursuant to its policies and procedures, that academic misconduct has occurred, a violation of Bylaw 14.9.2.3 shall not be cited by the institution or through an enforcement investigation. If an institution determines, pursuant to its policies and procedures, that academic misconduct has not occurred, the conduct in question may still constitute a violation of Bylaw 14.9.2.3.


**Source:** NCAA Division II Presidents Council [Management Council (Academic Requirements Committee)].

**Effective Date:** August 1, 2017

**Rationale:** The current regulatory structure regarding academic misconduct is confusing, unclear and imprecise and appropriate revisions to the academic misconduct legislation will serve to benefit to individual institutions and the Association as a whole. Despite changes in the academic landscape, academic misconduct legislation has not been revised since 1983 when the legislation was added to the Manual. Under the current regulatory structure, it can be unclear when academic misconduct involving student-athletes falls within the purview of the NCAA and when academic misconduct should be an institutional matter. Current terms, definitions and gaps in the academic misconduct legislation result in confusion and lack of clarity. The regulatory structure for academic misconduct is currently located in bylaws, interpretations and educational columns and should be consolidated in a single article (Bylaw 14). This proposal will expand the application of academic misconduct legislation to any situation in which an institutional staff member is involved and replace the current academic extra benefit analysis with a specific and limited definition of impermissible academic assistance. In addition, the proposal will require institutional policies and procedures regarding academic misconduct for the general student-body.

**No. 2-3 AMATEURISM -- COMPETITION-RELATED EXPENSES FROM AN OUTSIDE SPONSOR**

**Intent:** To permit an individual to receive actual and necessary expenses from an outside sponsor other than an agent, a representative of an institution's athletics interests or a professional sports organization, as specified.

**A. Bylaws:** Amend 12.1.3, as follows:

12.1.3 Permissible -- Following Initial Full-Time Collegiate Enrollment. Following initial full-time collegiate enrollment, participation in the following activities and receipt of the following benefits will not jeopardize the amateur status of an individual:

[12.1.3-(a) unchanged.]

(b) Actual and Necessary Expenses From an Outside Amateur Sports Team or Organization. Receipt of actual and necessary expenses from an outside amateur sports team or organization for competition and practice held in preparation for such competition. Practice must be conducted in a continuous time period preceding the competition except for practice sessions conducted by a national team, which occasionally may be interrupted for specific periods of time before the competition;

(1) Donations to Outside Team or Organization From Outside Sponsors. Actual and necessary expenses received from an outside team or organization may include funds donated to the general fund of the team or organization from a sponsor (e.g., neighbors, businesses) other than the individual's relatives or legal guardians, provided such donations are not credited to or earmarked for the student-athlete. An individual who participates in a sport as a member of a team may receive actual and necessary expenses for competition and practice held in preparation for such competition (directly related to the competition and conducted during a continuous time period preceding the competition) from an outside sponsor (e.g., neighbor, business) other than an agent, representative of an institution’s athletics interests or professional sports organization. An individual who participates in a sport as an individual (not a member of a team) may receive actual and necessary expenses associated with an athletics event and practice immediately preceding the...
event, from an outside sponsor (e.g., neighbor, business) other than an agent, representative of an institution's athletics interests or professional sports organization.

[12.1.3-(c) through 12.1.3-(f) unchanged.]

B. Bylaws: Amend 12.1.4, as follows:

12.1.4 Impermissible -- Following Initial Full-Time Collegiate Enrollment. Following initial full-time collegiate enrollment, an individual's participation in the following activities or receipt of the following benefits will jeopardize the individual's amateur status and eligibility for intercollegiate participation in a particular sport:

[12.1.4-(a) through 12.1.4-(l) unchanged.]

(m) Expenses From Nonpermissible Entities. Receipt of any expenses, including actual and necessary expenses or any other form of compensation, to participate in athletics competition (while not representing an educational institution) from an sponsor other than an individual on whom the athlete is naturally or legally dependent or the nonprofessional organization that is sponsoring the competition agent, representative of an institution's athletics interests or professional sports organization.

[12.1.4-(n) through 12.1.4-(q) unchanged.]

(r) Preferential Treatment, Benefits or Services. Receipt of preferential treatment, benefits or services because of the individual's athletics reputation, skill or pay-back potential as a professional athlete, unless such treatment, benefits or services are specifically permitted under NCAA legislation. [R]

(4) Donations Credited to or Earmarked for an Individual. Donations credited to or earmarked for an individual for athletics participation (e.g., as an individual or a member of a team) from a sponsor (e.g., neighbor, business) other than the individual's relatives or legal guardians are considered improper benefits.

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: Immediate

Rationale: Current legislation permits student-athletes to receive actual and necessary expenses from an outside amateur sports team or organization for competition and practice held in preparation for such competition. The outside team or organization may include funds donated to the general fund by a sponsor (e.g., neighbor, business), provided the donations are not earmarked for a particular student-athlete(s). The current legislation is overly complicated and bureaucratic. This proposal provides the opportunity for enrolled student-athletes to seek out additional permissible financial resources to support their athletics aspirations without compromising the fundamental purpose of the collegiate model. This change would not impact fundraising for institutional events (e.g., foreign tours), for which earmarking would remain impermissible since any donations to the institution would trigger the individual's status as a representative of athletics interest. The immediate effective date will allow student-athletes to receive actual and necessary expenses from a permissible sponsor to participate in events during summer 2017.
(c) Prize Money Based on Place Finish -- Individual Sports. In individual sports, receipt of prize money based on place finish or performance is an open athletics event. The competition must occur outside the institution's declared playing season during the institution's official summer vacation period. In addition, such prize money shall not exceed the student-athlete's actual and necessary expenses and may be provided only by the sponsor of the event. Actual and necessary expenses shall not include the expenses or fees of anyone other than the student-athlete.

[12.1.3-(c) through 12.1.3-(f) relettered as 12.1.3-(d) through 12.1.3-(g), unchanged.]

B. Bylaws: Amend 12.1.4, as follows:

12.1.4 Impermissible -- Following Initial Full-Time Collegiate Enrollment. Following initial full-time collegiate enrollment, an individual's participation in the following activities or receipt of the following benefits will jeopardize the individual's amateur status and eligibility for intercollegiate participation in a particular sport:

[o] Payment Based on Place Finish. Any payment, including actual and necessary expenses, conditioned on the individual's or team's place finish or performance or given on an incentive basis, or receipt of expenses in excess of the same reasonable amount for permissible expenses given to all individuals or team members involved in the competition.

(1) Exception -- Prize Money Based on Place Finish -- Individual Sports. In individual sports, a student-athlete may receive prize money based on place finish or performance in an open athletics event. The competition must occur outside the institution's declared playing season during the institution's official summer vacation period. In addition, such prize money shall not exceed the student-athlete's actual and necessary expenses and may be provided only by the sponsor of the event. Actual and necessary expenses shall not include the expenses or fees of anyone other than the student-athlete.

[12.1.4-(p) through 12.1.4-(r) unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: Immediate

Rationale: Current legislation permits a student-athlete to receive awards for participation in events while not enrolled as a regular student during the academic year, or during the summer. The award must conform to the regulations of the recognized amateur organization that governs the competition. Such awards may include gift certificates, but not cash. Further, although Division II legislation permits student-athletes to compete as an individual not representing the institution, a student-athlete is precluded from receiving prize money during the academic year outside the institution's declared playing season or during the institution's official summer vacation period. The scope of this proposal is limited to receipt of actual and necessary expenses related to competition. A student-athlete would not be able to profit from accepting prize money. Moreover, in order to safeguard against missed class time, this proposal only applies to participation in open events outside the playing season during the institution's official summer vacation period. Finally, the calculation of actual and necessary expenses would not include the expenses or fees of anyone other than the student-athlete (e.g., coach's fees, parent's expenses). The immediate effective date will permit student-athletes to accept prize money as outlined in the proposal during the summer of 2017.
12.2.1.1 Tryout After Enrollment. A student-athlete may try out with a professional athletics team (or participate in a combine including that team) in a sport or permit a professional athletics team to conduct medical examinations at any time, outside the student-athlete's playing and practice season provided the individual does not miss class. A student-athlete may receive actual and necessary expenses related to the tryout from a professional sports organization, provided the tryout does not exceed 48 hours. The 48-hour tryout period begins at the time the individual arrives at the tryout location. At the completion of the 48-hour period, the individual must depart the location of the tryout immediately in order to receive return transportation expenses. A tryout may extend beyond 48 hours if the individual self-finances additional expenses, including return transportation.

12.2.1.2 unchanged.

12.2.1.3 Professional Team Representative at College Practice. A tryout with a professional team is not considered to have occurred when a representative of a professional team visits a member institution during the academic year and evaluates a student-athlete while the institution is conducting a regular practice session, physical education class or off-season conditioning program session that includes physical activities (e.g., speed trials, agility tests, strength tests), provided these activities are normally a part of and take place during regular practice, class or conditioning sessions.

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: Immediate

Rationale: Current legislation permits a student-athlete to participate in a professional tryout at any time outside of the playing season. This proposal expands the professional tryout opportunities for student-athletes without interfering with class time. This change aligns with Division I legislation regarding professional team tryouts and ensures that Division II student-athletes are provided similar legislative access to tryout opportunities as their Division I counterparts. The immediate effective date will permit student-athletes to participate in professional team tryouts during the 2017 spring term.

No. 2-6 AMATEURISM -- PROMOTIONAL ACTIVITIES -- PERMISSIBLE -- INSTITUTIONAL, CHARITABLE, EDUCATIONAL OR NONPROFIT PROMOTIONS -- MONETARY AND EDUCATIONAL REQUIREMENTS

Intent: To amend the promotional activities legislation, as follows: (1) To eliminate the requirement that all money derived from a permissible promotional activity or project must go directly to the member institution, member conference or the charitable, educational, nonprofit or government agency; (2) To eliminate the requirement that an authorized representative of the charitable, educational, nonprofit, or government agency must sign a release statement; and (3) To require the institution to provide educational material to the charitable, educational, nonprofit or government agency notifying the entity of its obligation to ensure that a student-athlete's name, likeness, appearance or image is used in a manner consistent with the legislation.

Bylaws: Amend 12.5.1.1, as follows:

12.5.1.1 Institutional, Charitable, Educational or Nonprofit Promotions. A member institution or recognized entity thereof (e.g., fraternity, sorority or student government organization), a member conference or a noninstitutional charitable, educational, nonprofit or government agency (e.g., the armed services) may use a student-athlete's name, picture or appearance to support its charitable or educational activities or to support activities considered incidental to the student-athlete's participation in intercollegiate athletics, provided the following conditions are met:

12.5.1.1-(a) through 12.5.1.1-(c) unchanged.

(d) All money derived from the activity or project go directly to the member institution, member conference or the charitable, educational, nonprofit or government agency;

[12.5.1.1-(e) and 12.5.1.1-(f) renumbered as 12.5.1.1-(d) and 12.5.1.1-(e), unchanged.]

(g) Any commercial items with names or pictures of student-athletes (other than items specified per Bylaws 12.5.1.6 and 12.5.1.7) may be sold only by the member institution, member conference or NCAA, through
outlets controlled by the member institution, member conference or the NCAA or outlets controlled by the charitable or educational organization (e.g., location of the charitable or educational organization, site of charitable event during the event); and

\((g)\) The student-athlete and an authorized representative of the charitable, educational, nonprofit or government agency signing a release statement ensuring that the student-athlete’s authorizing the use of his or her name, image or appearance is used in a manner consistent with the requirements of this section; and

\((h)\) The institution provides educational material(s) to a representative of the charitable, educational, nonprofit or government agency regarding restrictions on the use of a student-athlete’s name, image or appearance.

[12.5.1.1.1 through 12.5.1.1.7 unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: Immediate

Rationale: Current legislation requires all money derived from a promotional activity or project to go directly to the permissible entity (e.g., member institution, member conference or the charitable, educational, nonprofit or government agency). Many Division II institutions partner with commercial businesses that have established fundraising programs that are not set up in a manner that complies with the current legislation, which precludes student-athletes from being involved in the activity. Removing this requirement will increase opportunities for student-athletes to be involved in promotional activities for both the institution and other permissible entities. Eliminating the signature requirement for an authorized representative of the charitable, educational, nonprofit or government agency while still requiring education on the requirements of the promotional activities legislation will maintain the intent of the legislation and reduce administrative burden. The immediate effective date will permit institutions to apply the less stringent standard to promotional activities during the 2017 spring term.

No. 2-7 RECRUITING -- CONTACTS AND EVALUATIONS -- CONTACTABLE PROSPECTIVE STUDENT-ATHLETES -- FOUR-YEAR COLLEGE PROSPECTIVE STUDENT-ATHLETES -- REMOVAL OF REQUIREMENT TO OBTAIN PERMISSION FROM NAIA INSTITUTION

Intent: To specify that permission to contact is not required for a student-athlete transferring from a National Association of Intercollegiate Athletics institution; further, to require an institution’s director of athletics (or an individual designated by the director of athletics) to send notification of recruitment to the NAIA institution prior to contact with an NAIA student-athlete.

Bylaws: Amend 13.1.1.2, as follows:

13.1.1.2 Four-Year College Prospective Student-Athletes. An athletics staff member or other representative of the institution’s athletics interests shall not make contact with the student-athlete of an NCAA or NAIA four-year collegiate institution, directly or indirectly, without first obtaining the written permission of the first institution’s athletics director (or an athletics administrator designated by the athletics director) to do so, regardless of who makes the initial contact. If permission is not granted, the second institution shall not encourage the transfer and shall not provide athletically related financial assistance to the student-athlete until the student-athlete has attended the second institution for one academic year. If permission is granted to contact the student-athlete, all applicable NCAA recruiting rules apply. (See Bylaw 13.1.6 for legislation regarding contacts and Bylaw 13.1.3.1 for legislation regarding telephone calls.) If an institution receives a written request from a student-athlete to permit another institution to contact the student-athlete about transferring, the institution shall grant or deny the request within 14 consecutive calendar days of receipt of the request. If the institution fails to respond to the student-athlete’s written request within 14 consecutive calendar days, permission shall be granted by default and the institution shall provide written permission to the student-athlete. Permission to contact is not required for a student-athlete at an NAIA institution; however, the Division II institution’s director of athletics (or an individual designated by the director of athletics) must send notification of recruitment to the NAIA institution prior to contact with an NAIA student-athlete. [D]

[13.1.1.2.1 through 13.1.1.2.4 unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].
Effective Date: Immediate, for prospective student-athletes transferring from an NAIA institution for the 2017-18 academic year and thereafter.

Rationale: Institutions that are not members of the NCAA are not bound by NCAA rules, including the timeline to respond to requests for permission to contact. If a NAIA institution denies a student-athlete permission to contact, the NAIA institution is not required to provide the student with a hearing opportunity. Eliminating the requirement of obtaining permission to speak to a student who is enrolled at an NAIA institution interested in transferring to an NCAA Division II institution will ease the burden on compliance administrators. However, requiring notification to the NAIA institution prior to initiating contact with an NAIA prospective student-athlete ensures there is adequate transparency in the recruiting process. The immediate effective date will permit institutions to contact student-athletes at an NAIA institution during the spring 2017 term and the following summer while recruiting potential transfers for the 2017-18 academic year.

No. 2-8 RECRUITING -- OFFERS AND INDUCEMENTS -- INSTITUTIONAL PRE-ENROLLMENT FEES

Intent: To specify that an institution may waive, pay in advance or guarantee payment of any institutional pre-enrollment fee for a prospective student-athlete who has signed a National Letter of Intent or the institution’s written offer of admission and/or financial aid or for whom the institution has received a financial deposit in response to its offer of admission.

A. Bylaws: Amend 13.2, as follows:

13.2 Offers and Inducements.

[13.2.1 unchanged.]

13.2.2 Institutional Pre-Enrollment Fees. An institution may waive, pay in advance or guarantee payment of any institutional pre-enrollment fee for a prospective student-athlete who has signed a National Letter of Intent or the institution’s written offer of admission and/or financial aid or for whom the institution has received a financial deposit in response to its offer of admission. A pre-enrollment fee is one that is required by the institution for enrollment and includes the following:

(a) The institution’s processing fee required prior to the admission office’s evaluation of the prospective student-athlete’s application;

(b) The orientation counseling tests fee required for all incoming students;

(c) The preadmission academic testing fee;

(d) Advance tuition payment for a prospective student-grantee;

(e) Room deposit;

(f) Damage deposit for dormitory rooms;

(g) ROTC deposits for military equipment;

(h) Immunizations; or

(i) Any other pre-enrollment fee required of prospective students.

[13.2.2 through 13.2.11 renumbered as 13.2.3 through 13.2.12, unchanged.]

B. Bylaws: Amend 15.3.3.1.4, as follows:

15.3.3.1.4 Fees and Related Expenses for Prospective Student-Athletes. An institution shall not waive, pay in advance or guarantee payment of the following expenses for a prospective student-athlete, unless such benefits generally conform to institutional policy as it applies to other prospective student-grantees:

(a) The institution’s processing fee required before the admissions office’s evaluation of the prospective student-athlete’s application;
The orientation-counseling tests fee required of all incoming freshmen;

(e) The pre-admission academic testing fee;

(d) Advance tuition payment or room deposit;

(e) Damage deposits for dormitory rooms;

(f) ROTC deposits for military equipment; or

(g) Any other pre-enrollment fees required of prospective student-grantees.

15.3.3.1.4.1 Fees Rebate. If the prospective student-athlete enrolls and is awarded financial aid covering institutional fees, the fees described in Bylaw 15.3.3.1.4-(a) through -(d) above may be rebated as a part of the institution's regular fees.

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: Immediate

Rationale: Current legislation limits the pre-enrollment fees an institution may pay for a prospective student-athlete, unless the institution has similar policies for all prospective student-grantees. By permitting payment for a committed prospective student-athlete, the institution is not gaining a recruiting advantage and the prospective student-athlete and family will incur less financial burden. Many prospective student-athletes do not have the financial means to cover basic fees required by the institution for all students and are unaware that these basic institutional fees are not covered by athletically related financial aid. The prohibition on covering these required institutional fees leaves the institution vulnerable to outside parties providing impermissible financial aid to financially disadvantaged prospective student-athletes. Furthermore, the institution is permitted to reimburse or pay for many of these pre-enrollment fees after the individual becomes a student-athlete. The period of time between a prospective student-athlete’s commitment and enrollment is a time of significant need for institutional support. The payment of pre-enrollment fees will promote the membership's commitment to implementing rules and policies intended to enhance the support of student-athletes. The immediate effective date will permit institutions to pay pre-enrollment fees for prospective student-athletes enrolling for the 2017-18 academic year.

No. 2-9 RECRUITING -- RECRUITING MATERIALS -- ELIMINATION OF CONFERENCE RESTRICTIONS

Intent: To eliminate the conference restrictions on providing recruiting materials to prospective student-athletes (or his or her parents, legal guardians or coaches).

Bylaws: Amend 13.4, as follows:

13.4 Recruiting Materials.

[13.4.1 through 13.4.2 unchanged.]

13.4.3 Conference Restrictions. A member conference is precluded from providing recruiting materials to prospective student-athletes (or his or her parents, legal guardians or coaches). [D]

[13.4.4 through 13.4.5.2 renumbered as 13.4.3 through 13.4.4.2, unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: Immediate

Rationale: The current legislation restricting conference offices from providing recruiting materials to prospective student-athletes (or his or her parents, legal guardians or coaches) is unnecessary and inhibits
the ability of conference offices to spread awareness of Division II as a participation opportunity for prospective student-athletes. Allowing the conference office to share recruiting materials, particularly with coaches of prospective student-athletes, will enhance the visibility of Division II without giving any particular institution a recruiting advantage.

No. 2-10 (1-3) RECRUITING -- RECRUITING CALENDARS -- FOOTBALL -- CONTACT PERIOD -- MONDAY AFTER THANKSGIVING

Intent: In football, to revise the recruiting calendar to begin the winter contact period on the Monday after Thanksgiving.

Bylaws: Amend 13.17.3, as follows:

13.17.3 Football. The following contact and evaluation periods apply to football:

[13.17.3-(a) through 13.17.3-(c) unchanged.]

(d) December 1, The Monday after Thanksgiving through 30 days after the Saturday after the initial date for signing the National Letter of Intent [except for (1) and (2) below]: Contact Period

[13.17.3-(d)-(1) through 13.17.3-(g) unchanged.]

Source: Mid-America Intercollegiate Athletics Association and Northeast-10 Conference.

Effective Date: August 1, 2017

Rationale: Currently, the winter contact period begins on December 1. In most years, December 1 falls in the middle or end of week. The Monday following Thanksgiving is a more appropriate day to begin this contact period as both collegiate institutions and secondary schools have resumed classes following the Thanksgiving break.

No. 2-11 ELIGIBILITY -- SEASONS OF COMPETITION: 10-SEMESTER/15-QUARTER RULE -- HARDSHIP WAIVER -- SEASON-OF-COMPETITION WAIVER -- COMPETITION WHILE ELIGIBLE

Intent: To increase the maximum number of contests or dates of competition in which a student-athlete may participate and remain eligible for a hardship waiver or season of competition while eligible waiver to three contests or dates of competition or 30 percent of the maximum number of permissible contests or dates of competition set forth in Bylaw 17 in the sport; further, to specify that the student-athlete’s participation must occur prior to the first competition of the second half of the playing season that concludes with the NCAA championship in that sport.

A. Bylaws: Amend 14.2.5, as follows:

14.2.5 Hardship Waiver. A student-athlete may be granted an additional year of competition by the conference or the Committee on Student-Athlete Reinstatement for reasons of "hardship." Hardship is defined as an incapacity resulting from an injury or illness that has occurred under all of the following conditions:

[14.2.5-(a) unchanged.]

(b) The injury or illness occurs prior to the first competition of the second half of the playing season that concludes with the NCAA championship in that sport (see Bylaw 14.2.5.2.3) and results in an incapacity to compete for the remainder of that playing season; and

(c) The injury or illness occurs when the student-athlete has not participated in more than two three contests or dates of competition (whichever is applicable to that sport), 20 percent of the institution’s completed contests or dates of competition or 20 30 percent of the maximum permissible number of contests or dates of competition set forth in Bylaw 17 in his or her sport (see Bylaw 14.2.5.2.35.1.1 for information regarding percent calculation in track and field). Competition (excluding scrimmages and exhibition contests per Bylaw 17 in the applicable sport) against outside participants during the playing season that concludes with the NCAA championship, or, if so designated, during the official NCAA championship playing season in that sport (e.g., spring baseball, fall soccer), shall be countable under this limitation.

[14.2.5.1 unchanged.]
14.2.5.2 Criteria for Administration of Hardship Waiver. The following criteria are to be employed in the administration of the hardship waiver:

[14.2.5.2.1 through 14.2.5.2.2 unchanged.]

14.2.5.2.3 First-Half-of-Season Calculation. The first half of the season is measured by the maximum permissible number of contests or dates of competition set forth in Bylaw 17 in the sport or by the institution’s number of completed contests in the segment that concludes with the NCAA championship. In determining if an injury or illness occurs prior to the first competition of the second half of the season that concludes with the NCAA championship in a sport with an odd number of contests or dates of competition, the injury or illness must have occurred prior to the beginning of the contest or date of competition that starts the second half of the season that concludes with the NCAA championship (e.g., an injury or illness occurring at any time after the beginning of the scheduled sixth game of an 11-game schedule would be considered to be after the first half of the institution’s season and would not qualify the student-athlete for a hardship waiver).

14.2.5.2.3.1 Contests or Dates of Competition Based on Championship Selection. In sports in which the playing season is divided into two segments, but championship selection is based on competition throughout the season (e.g., golf and tennis), the first half of the season shall be measured by the Bylaw 17 maximum for the entire season (e.g., nonchampionship and championship segments). In sports in which the playing season may be divided into two segments but the championship selection is based on competition during only one segment of the season (e.g., spring baseball, fall soccer), the first half of the season shall be measured by the maximum number of contests or dates of competition set forth in Bylaw 17 for the championship segment.

14.2.5.2.3.2 First-Half-of-Season Calculation -- Track and Field. For an institution that sponsors both indoor and outdoor track and field, the first half of the season calculation for indoor and outdoor track and field shall be based on the institution’s number of completed varsity dates of competition in the respective season. For example, if the institution completes six dates of competition in indoor track, the injury or illness must have occurred prior to the beginning of the fourth date of competition. For an institution that sponsors only indoor track and field or outdoor track and field, but not both, and a student-athlete who only competes in indoor track and field or outdoor track and field, but not both, the first half of the season shall be measured by the maximum number of dates of competition set forth in Bylaw 17.

14.2.5.2.4 Reinjury in Second Half of Season. A student-athlete who suffers an injury in the first half of the season that concludes with the NCAA championship, attempts to return to competition during the second half of that season and then is unable to participate further as a result of aggravating the original injury does not qualify for the hardship waiver.

14.2.5.2.35 Percent Calculation. The following requirements apply in determining the percent calculation under this waiver provision: (Note: The percent calculation requirements set forth in Bylaws 14.2.5-(c) and 14.2.5.2.3 apply only to the waiver provisions of this section and do not apply to the maximum- and minimum-contests requirements in Bylaws 17 and 20.)

14.2.5.2.35.1 Denominator in Percent Computation. The denominator in the percent calculation shall be based on the institution’s number of completed varsity contests or dates of competition or the maximum number of contests or dates of competition set forth in Bylaw 17 for the applicable sport. If the number of completed contests or dates of competition is used, exempted events in Bylaw 17 are included in the percent calculation, except for discretionary exemptions in the applicable sport.

[14.2.5.2.3.1.1 renumbered as 14.2.5.2.5.1.1, unchanged.]

[14.2.5.2.3.2 renumbered as 14.2.5.2.5.2, unchanged.]
14.2.5.2.3.3 NCAA Postseason Competition. For purposes of the percent calculation, postseason competition conducted after the completion of the institution's regular-season schedule and conference tournament shall not be included.

14.2.5.2.3.4 NCAA Regional Cross Country Meet. The NCAA regional cross country meet may be counted as one date of competition in determining the institution's scheduled or completed dates of competition, provided no qualifying standards exist for participation in the meet.

[14.2.5.2.4 through 14.2.5.2.5 renumbered as 14.2.5.2.6 through 14.2.5.2.7, unchanged.]

B. **Bylaws:** Amend 14.2.7, as follows:

14.2.7 Season-of-Competition Waiver -- Competition While Eligible. A student-athlete may be granted an additional season of competition by the Committee on Student-Athlete Reinstatement when, due to extenuating circumstances (per Bylaw 14.2.7.1.2), the student-athlete, while eligible, did not compete in more than **two three** contests or dates of competition (whichever is applicable to that sport) or **20 30** percent (whichever number is greater) of the institution's scheduled or completed contests or dates of competition maximum permissible number of contests or dates of competition set forth in Bylaw 17. The competition must occur prior to the first competition of the second half of the playing season that concludes with the NCAA championship in that sport. All competition (including a scrimmage) against outside participants shall be countable under this limitation in calculating both the number of contests or dates of competition in which the student-athlete participated and the number of the institution's scheduled or completed contests or dates of competition during that season (both segments) in the sport.

14.2.7.1 Administrative Criteria. The following criteria shall be employed in the administration of this season-of-competition waiver:

14.2.7.1.1 **Twenty Thirty** Percent Calculation. The requirements specified in Bylaw 14.2.6.2.1 shall apply to the **20 30** percent calculation specified in this waiver.

14.2.7.1.2 **First-Half-of-Season Requirement.** The first-half-of-season requirements specified in Bylaw 14.2.5.2.3 shall apply to the first-half-of season requirement specified in this waiver.

[14.2.7.1.2 and 14.2.7.1.3 renumbered as 14.2.7.1.3 and 14.2.7.1.4, unchanged.]

**Source:** NCAA Division II Presidents Council [Management Council (Committee on Student-Athlete Reinstatement)].

**Effective Date:** August 1, 2017, for any incapacitating injury or illness, or other extenuating circumstance occurring on or after August 1, 2017.

**Rationale:** Currently, a student-athlete may be granted an additional season of competition by a conference, the NCAA student-athlete reinstatement staff or NCAA Division II Committee on Student-Athlete Reinstatement when, due to incapacitating injury or illness or extenuating circumstances, the student-athlete participated in fewer than two contests or dates of competition or less than 20 percent of the sport season. It is in the best interest of student-athlete well-being to increase the maximum amount of competition to three contests or dates of competition or 30 percent of the season. If a student-athlete has competed in more than three contests or dates of competition or 30 percent of the season, he or she has had a more meaningful opportunity to compete for a significant part of the season. Further, by adding the first half of the playing season requirement, this brings the legislation in all three divisions much closer to alignment. Finally, the first half of the season requirement will minimize abuse by ensuring that a student-athlete who is able to participate through almost the entire season is not eligible for a medical hardship waiver or season-of-competition waiver -- competition while eligible.

**No. 2-12 FINANCIAL AID -- MAXIMUM LIMITS ON FINANCIAL AID -- TEAM LIMITS - INSTITUTIONAL ATHLETICS AID ONLY**

**Intent:** To specify that only institutional athletics aid shall count toward individual and team equivalency limits.

**Bylaws:** Amend 15, as follows:

15 Financial Aid

Date Printed: 10/05/2016
15.02 Definitions and Applications.

15.02.2 Athletics Aid. Athletics aid is financial aid awarded by the institution’s athletics department.

15.02.2.1 Athletics aid is financial aid awarded by the institution’s athletics department based on athletics ability. Further, once a student becomes a counter, any countable aid received by that student-athlete is countable against the aid limitations in that sport. (See Bylaw 15.4.2.2.)

15.1 Eligibility for Institutional Athletics Aid.

15.1.1 Eligibility of Student-Athletes for Institutional Financial Athletics Aid. A student-athlete must meet applicable NCAA (see Bylaw 14), conference and institutional regulations to be eligible for institutional financial athletics aid. A student-athlete may be awarded athletics aid during any term in which a student-athlete is in regular attendance (i.e., was enrolled initially in a minimum full-time program of studies as defined by the certifying institution during that term). If these regulations are met, the student-athlete may be granted athletically related financial athletics aid for a maximum of 10 semesters/15 quarters. Any institutional athletics financial aid provided after 10 semesters/15 quarters is left to the discretion of the institution consistent with institutional policies for awarding financial aid in general. A student-athlete may be awarded institutional financial aid during any term in which a student-athlete is in regular attendance (i.e., was enrolled initially in a minimum full-time program of studies as defined by the certifying institution during that term).

15.1.1.2 Withdrawal From Institution. A student-athlete who withdraws from the institution may not receive financial athletics aid during the remainder of the term.

15.1.1.3 Retroactive Financial Athletics Aid. Institutional financial Athletics aid awarded to an enrolled student-athlete after the first day of classes in any term may not exceed the remaining room and board charges and educational expenses for that term and may not be made retroactive to the beginning of that term. Payments credited to a student-athlete’s account that are not refundable need not become the student’s obligation.

15.1.1.4 Institutional Financial Athletics Aid to Professional Athlete. An institution may not award financial athletics aid to a student-athlete who is under contract to or currently receiving compensation from a professional sports organization in the sport in which the student-athlete will participate at the certifying institution. It is permissible to award institutional financial athletics aid to a student-athlete provided the student-athlete is not a professional in the sport in which the student-athlete will participate at the certifying institution. However, a student-athlete who currently is receiving institutional financial athletics aid and signs a contract in the same sport or receives compensation from an agent or a professional sports organization may continue to receive such aid for the remainder of the term of the award, provided the student-athlete has completed his or her four seasons of competition.

15.1.1.4.1 Exception for Former Professional Athlete. A former professional athlete may receive institutional financial athletics aid, provided the following conditions are met:

15.2 Permissible Sources of Financial Aid.

15.2.1 Institutional Financial Aid. The following sources of financial aid are considered to be institutional financial aid:

(a) All funds administered by the institution, which include but are not limited to the following:

[15.2.1-(a)-(1) through 15.2.1-(a)-(3) unchanged.]
(4) Tuition waivers awarded based on athletics ability, and

(5) Loans that are based upon a regular repayment schedule, available to all students and administered on the same basis for all students.

[15.2.1-(b) unchanged.]

15.2.1.1 Summer and Voluntary Winter Term Financial Athletics Aid. Summer or winter term (e.g., optional J-term, miniterm, intersession, wintersemester) financial athletics aid may be awarded only to attend the awarding institution's summer term(s), summer school, summer-orientation program or winter term, in accordance with institutional policy.

15.2.1.1.1 Before Initial Full-Time Enrollment at the Certifying Institution. Summer financial athletics aid may be awarded to a student-athlete to attend an institution in the summer before the student's initial full-time enrollment at the certifying institution. A midyear enrollee may be awarded financial athletics aid to attend a voluntary winter term before the student's initial full-time enrollment at the certifying institution.

15.2.1.1.2 Summer or Voluntary Winter Term Financial Athletics Aid to Two-Year College Transfer Student. Summer or voluntary winter term financial athletics aid may only be awarded to a two-year college transfer student who has fulfilled the two-year college transfer requirement at the time of enrollment at the awarding institution for the summer or voluntary winter term(s) (see Bylaw 14.5.4).

15.2.2 Financial Aid From Outside Sources.

[15.2.2.1 through 15.2.2.3 unchanged.]

15.2.2.4 Educational Expenses -- U.S. Olympic Committee or U.S. National Governing Body. A student-athlete may receive educational expenses awarded by the U.S. Olympic Committee or a U.S. national governing body (or, for international student-athletes, expenses awarded by the equivalent organizations of a foreign country). The amount of the financial assistance shall be subject to the following limitations:

[15.2.2.4-(a) unchanged.]

(b) The recipient's choice of institutions shall not be restricted by the U.S. Olympic Committee, a U.S. national governing body (or, for international student-athletes, expenses awarded by the equivalent organization of a foreign country); and

(c) The value of the award alone or in combination with other aid per Bylaw 15.2.1 athletics aid provided by the institution shall not exceed the value of a full grant-in-aid; and

(d) The recipient shall be considered a counter per Bylaw 15.4.1, and the amount shall be applied to the maximum awards limitations of Bylaw 15.4 for the sport in question.

15.2.2.4.1 Operation Gold Grant. Funds administered by the U.S. Olympic Committee pursuant to its Operation Gold Grant Program shall not be included when determining the permissible amount of a full grant-in-aid for a student-athlete.

15.2.2.5 Educational Expenses -- Professional Team or League. A former professional athlete may receive educational expenses from a professional team or league, provided the following conditions are met:

[15.2.2.5-(a) through 15.2.2.5-(c) unchanged.]

(d) Disbursement of the aid shall be through the member institution for the recipient's educational expenses while attending that institution; and

(e) The value of the award alone or in combination with other aid per Bylaw 15.2.1 athletics aid provided by the institution shall not exceed the value of a full grant-in-aid; and

(f) The recipient shall be considered a counter per Bylaw 15.4.1, and the amount shall be applied to the maximum award limitations of Bylaw 15.4 for the sport in question.
15.3 Maximum Limit on Financial Aid -- Individual. An institution shall not award financial aid to a student-athlete that exceeds the cost of attendance that normally is incurred by students enrolled in a comparable program at that institution or that exceeds the limitations established by the membership division of the institution the student-athlete attends, whichever is less. A student-athlete shall not be eligible to participate in intercollegiate athletics, if he or she receives financial athletics aid that exceeds the value of a full grant-in-aid as defined in Bylaw 15.02.56. A student-athlete may receive institutional financial aid based on athletics ability (per Bylaw 15.2.1) athletics aid and educational expenses awarded per Bylaws 15.2.4 and 15.2.5 up to the value of a full grant-in-aid, plus any other institutional financial aid unrelated to athletics ability up to the cost of attendance. (See Bylaws 16.3, 16.4 and 16.12.)

15.3.1 Types of Aid Included in Limit. In determining whether a student-athlete’s financial aid exceeds the value of a full grant-in-aid, all institutional financial aid (per Bylaw 15.2.1) and all funds received from the following and similar sources shall be included:

(a) Government Grants. Government grants other than awards based on a student’s demonstrated financial need or for educational purposes;

(b) Other Scholarships and Grants. Other institutional or outside scholarships or grants-in-aid, except those academic awards exempted per Bylaw 15.5-(a) and outside educational grants that may be awarded up to the cost of attendance per Bylaw 15.2.2.2;

(c) Gifts. The value of gifts given to a student-athlete after completion of eligibility in appreciation for or recognition of the student-athlete’s athletics accomplishments;

(d) Professional Sports Stipend. Any bonus or salary (no matter when received or contracted for) from a professional sports organization;

(e) Athletics Participation Compensation. Any other income (no matter when received or contracted for) from participation in an athletics event (except funds that are administered by the U.S. Olympic Committee pursuant to its Operation Gold Grant Program) unless eligibility has been exhausted in that sport; and

(f) Loans. Loans, except legitimate loans that are based upon a regular repayment schedule, available to all students and administered on the same basis for all students.

15.3.2.1 Nonrecruited Student-Athlete Receiving Institutional Financial Aid. If a student-athlete was not recruited and receives institutional financial aid unrelated to athletics ability and in excess of a full grant-in-aid, the student may retain the aid for the period of the award without any adjustment. Once the original period of the award expires, renewal of the same financial aid in excess of the limitation is permissible only if the aid is renewed on the same basis as originally awarded.

15.3.32 Elements of Financial Athletics Aid.

15.3.32.1 Tuition and Fees. An institution may provide a student-athlete financial athletics aid that includes the actual cost of tuition and required institutional fees.

15.3.32.1.1 Permissible Fees. A student-athlete may be awarded financial athletics aid that covers the payment of fees for a course in which the student-athlete is enrolled, if the course is part of the institution’s regular curriculum (included in the institution’s catalog of classes), and the institution pays these same fees for other students enrolled in the course who receive fees as a part of a grant-in-aid or scholarship.
15.3.3.1 Fees and Related Expenses for Prospective Student-Athletes. An institution shall not waive, pay in advance or guarantee payment of the following expenses for a prospective student-athlete, unless such benefits generally conform to institutional policy as it applies to other prospective student-grantees:

15.3.3.1.4 Fees Rebate. If the prospective student-athlete enrolls and is awarded financial athletics aid covering institutional fees, the fees described in Bylaw 15.3.3.2.1.4-(a) through -(d) above may be rebated as a part of the institution's regular fees.

15.3.3.2 Room and Board. An institution may provide a student-athlete financial athletics aid that includes the cost of room based on the official allowance for room as listed in the institution's official publication (e.g., catalog) and a board allowance that consists of three meals per day, even if the institution's maximum permissible award allowance for all students represents a lesser cost figure.

15.3.3.3 Books and Supplies. An institution may provide a student-athlete financial athletics aid that covers the actual cost of required course-related books and course-related supplies. [R]

15.3.3.4 Other Expenses Related to Attendance. An institution may provide a student-athlete financial aid that covers other expenses related to attendance in combination with other permissible elements of financial aid (per Bylaw 15.2) up to the cost of attendance. (See Bylaws 15.02.2, 15.3, 16.3, 16.4 and 16.12.)

15.3.3.5 Reduction When Excess Aid Is Awarded. In the event that a student-athlete's financial aid from the sources listed in Bylaw 15.3.2, which includes institutional financial aid, will exceed a full grant in aid for the balance of the academic year, the institution shall reduce institutional financial aid so as not to exceed a full grant. Payments credited to a student-athlete's account that are not refundable by the institution to the scholarship office or other appropriate institutional agency shall not become the student's obligation.

15.4 Maximum Institutional Grant-In-Aid Limitations by Sport.

15.4.1 Counters. A student-athlete who is receiving institutional financial athletics aid based in any degree upon athletics ability shall be a counter and included in the maximum awards limitations set forth in this bylaw.

15.4.1.2 Athletics Aid Not Renewed, Successful Appeal. If an institution does not renew financial athletics aid for a counter in a following year, and a hearing before the institution's regular financial aid authority results in a successful appeal for restoration of aid, the student-athlete shall continue to be a counter if the individual continues to receive athletically related financial athletics aid. However, the student-athlete shall not be a counter, if he or she receives institutionally arranged or awarded, nonathletically related financial nonathletics aid available to all students, provided such financial aid was granted or arranged without regard in any degree to athletics ability.

15.4.1.3 Eligibility Exhausted. A student-athlete receiving institutional financial athletics aid after having exhausted his or her eligibility in a sport is not a counter in that sport in future academic years after completion of eligibility in the sport. For this provision to be applicable, the student-athlete is otherwise
eligible for the aid and is not permitted to take part in organized, institutional practice sessions in that sport, unless the individual has eligibility remaining under the 10-semester/15-quarter rule. (See Bylaw 15.1.1.)

15.4.1.4 **Athletics** Aid After Student-Athlete Becomes Permanently Ineligible. A student-athlete receiving institutional financial athletics aid after becoming permanently ineligible due to a violation of NCAA regulations (e.g., amateurism legislation) may receive athletics aid during the next academic year without counting in the institution’s financial aid limitations, provided the student-athlete is otherwise eligible for the aid and does not practice or compete in intercollegiate athletics at any time. If circumstances change and the student-athlete practices or competes after being certified permanently ineligible, the institution is required to count the financial athletics aid received by the student-athlete during each academic year in which the aid was received.

15.4.1.5 Summer-and Voluntary Winter Term **Athletics** Aid. Institutional financial Athletics aid received during a summer or voluntary winter term is not countable in these limitations and does not make a student-athlete a counter.

15.4.1.6 unchanged.

15.4.1.7 No Institutional Financial Athletics Aid. A student-athlete who does not receive institutional financial athletics aid (as set forth in Bylaw 15.2.1) shall not be a counter.

15.4.1.8 Becoming a Counter After the Beginning of an Award Period. If a student-athlete becomes a counter (per Bylaw 15.4.1) at any point during the academic year, all countable institutional aid received during that academic year is countable toward the student-athlete’s equivalency per Bylaw 15.4.2.2.

15.4.2 Equivalency Sports.

15.4.2.1 through 15.4.2.1.4 unchanged.

15.4.2.2 Equivalency Computations. In equivalency sports, each institutional financial aid award (per Bylaw 15.2.1) to a counter Equivalencies shall be computed as follows:

(a) Once a student becomes a For each counter, the institution shall count all institutional athletics aid (per Bylaw 15.2.1) received during that academic year for room, board, tuition and fees, as well as books and required course-related supplies (which shall count for calculation purposes as $800 in the denominator and, if they are provided or their cost covered by the institution, as $800 in the numerator, regardless of the actual amount received). If a student-athlete is enrolled for less than a full academic year (e.g., one semester, one or two quarters) and receives any portion of a book allowance, the institution must use the amount in the numerator that is proportionate to the number of terms of enrollment ($400 for semester systems, $534 or $267 for quarter systems). Exempted government grants and exempted institutional aid per Bylaw 15.5 specifically are excluded from this computation.

15.4.3 Multisport Participants. A counter who participates in two or more sports shall be counted in one or more sports as specified on the individual’s financial athletics aid agreement.

15.4.3.1 Multisport Participant Receiving Athletically Related Institutional Aid Sport Not Specified on Athletics Aid Agreement. An institution shall divide countable athletically related athletics aid equally among all sports in which the student-athlete participates in instances when the financial athletics aid agreement does not specify how such aid should be counted toward institutional limits.

15.4.3.2 Multisport Participant Receiving Nonathletically Related Institutional Aid. An institution shall divide nonathletically related institutional aid in the same proportion that athletically related aid is divided for purposes of the institutional limits in the sports in which the student-athlete participates.
15.4.3.3 Requirement to Qualify as Multisport Athlete. To be considered a multisport athlete under this section, an individual must meet all of the following requirements:

(d) If a recruited student-athlete, the individual shall have been earnestly recruited to participate in the sport in which financial athletics aid is counted (i.e., the institution recruiting the student-athlete shall have a reasonable basis to believe that the student-athlete is capable of participating in the institution's varsity intercollegiate program in that sport, including documentation of a record of previous participation in organized competition in the sport that supports the student-athlete's potential to participate in that sport in varsity intercollegiate competition).

15.5 Exempted Institutional Financial Aid. The following institutional financial aid is exempt and is not counted in determining a student-athlete's full grant-in-aid or in the institution's financial aid limitations:

(a) Academic awards below:

(1) Academic awards that are part of the institution's normal arrangements for academic scholarships, awarded independently of athletics interests and in amounts consistent with the pattern of all such awards made by the institution are exempt from an institution's equivalency computation, provided:

   (i) The recipient was ranked in the upper 20 percent of the high school graduating class or achieved a cumulative grade-point average of at least 3.500 (based on a maximum of 4.000) or a minimum ACT sum score of 100 or a minimum SAT score of 1140. The minimum combined SAT score of 1140 applies to scores for SAT tests taken prior to March 1, 2016. The minimum SAT score required for tests taken on or after March 1, 2016, will be evaluated based on the concordance established by the College Board. An institution may exempt an academic honor award from both individual and institutional equivalency limits if the recipient qualifies for the award under minimum institutional criteria and satisfies any of the criteria set forth in this bylaw, regardless of whether the institution considered any of the qualifying criteria in making the award; or

   (ii) The recipient does not qualify under (i) and has completed at least one academic year in college and achieved a cumulative grade-point average of 3.300 (on a 4.000 scale) for all academic work completed during the student's collegiate enrollment resulting in degree credits at the awarding institution; or

(2) An academic award for outstanding academic achievement or a research grant is an award that meets the following criteria:

   (i) The award or grant is a standing scholarship award or an established research grant;

   (ii) The basis for the award or grant shall be the candidate's academic record at the awarding institution; and

   (iii) The award or grant shall be determined by competition among the students of a particular class or college of the institution. Competition for the award or grant may include additional objective criteria unrelated to athletics ability (e.g., gender, race and ethnicity, financial need).

(b) Legitimate loans, based upon a regular repayment schedule, available to all students and administered on the same basis for all students;
(c) Out-of-state tuition waivers and grants awarded solely on bases having no relationship to athletics ability;

(d) Employee-dependent tuition benefits;

(e) A postgraduate scholarship awarded by an institution in accordance with Bylaw 16.1.3.1.1;

(f) Government grants awarded based on a student’s demonstrated financial need, regardless of whether the institution is responsible for selecting the recipient or determining the amount of aid, or providing supplementary funds for a previously determined amount; and

(g) Government grants awarded for educational purposes.

15.5.1 Operation Gold Grant. Funds administered by the U.S. Olympic Committee pursuant to its Operation Gold Grant program shall not be included when determining the permissible amount of a full grant-in-aid or cost of attendance for a student-athlete.

15.6.1 Terms and Conditions of Awarding Institutional Financial Athletics Aid.

[15.6.1 renumbered as 15.5.1, unchanged.]

15.6.2 Terms of Institutional Financial Athletics Aid Award.

15.6.2.1 Conformance to Institutional and Conference Regulations. Financial Athletics aid awarded by an institution to a student-athlete shall conform to the rules and regulations of the awarding institution and of that institution’s conference(s), if any. A violation of this bylaw that relates only to a violation of a conference rule shall be considered an institutional violation per Constitution 2.8.1; however, such a violation shall not affect the student-athlete’s eligibility.

15.6.2.2 Physical Condition of Student-Athlete. Financial Athletics aid awarded to a prospective student-athlete may not be conditioned on the recipient reporting in satisfactory physical condition. If a student-athlete has been accepted for admission and awarded financial athletics aid, the institution shall be committed for the term of the original award, even if the student-athlete’s physical condition prevents him or her from participating in intercollegiate athletics.

15.6.2.3 Written Statement Requirement. The institutional agency making an financial athletics aid award for a regular academic term or academic year shall give the recipient a written statement of the amount, duration, conditions and terms of the award. The chair of the regular committee or other agency for the awarding of financial aid to students generally, or the chair’s official designee, shall sign or electronically authorize (e.g., electronic signature) the written statement. The signature of the athletics director, attesting to the committee’s award, does not satisfy this requirement.

15.6.2.4 Hearing Opportunity. The institution’s regular financial aid authority shall notify the student-athlete in writing, within 14 consecutive calendar days from the date the student-athlete has been notified of the decision to reduce or cancel athletics aid during the period of the award or the reduction or nonrenewal of athletics aid for the following academic year, of the opportunity for a hearing when institutional financial athletics aid based in any degree on athletics ability is reduced or canceled during the period of the award, or not renewed. The hearing shall be conducted by an institutional entity or committee outside of the athletics department (e.g., financial aid review committee, the office of student affairs, office of the dean of students or a committee composed of the faculty athletics representative, student-athletes and nonathletics faculty/staff members). The notification of the hearing opportunity shall include a copy of the institution’s established policies and procedures for conducting the required hearing, including the deadline by which a student-athlete must request the hearing. The institution shall conduct the hearing within 30 consecutive calendar days of receiving a student-athlete’s request for the hearing.

15.6.3 Period of Institutional Financial Athletics Aid Award.
15.65.3.1 One-Year Limit. When a student's athletics ability is taken into consideration in any degree in awarding financial aid, such Athletics aid shall not be awarded in excess of one academic year.

15.65.3.1.1 Financial Aid Authority Precedent. A staff member may inform a prospective student-athlete that the athletics department will recommend to the financial aid authority that the prospective student-athlete's financial athletics aid be renewed each year for a period of four years and may indicate that the authority always has followed the athletics department's recommendations in the past. However, the prospective student-athlete must be informed that the renewal will not be automatic.

15.65.3.1.2 Injury or Illness Policy. It is not permissible for an institution to assure the prospective student-athlete that it automatically will continue an grant-in-aid athletics aid award past the one-year period if the recipient sustains an injury that prevents him or her from competing in intercollegiate athletics, but an institutional representative may inform the prospective student-athlete of the regular institutional policy related to renewal or continuation of athletics aid past the one-year period for recipients who become ill or injured during their participation.

15.65.3.2 Regular Term Versus Summer and Voluntary Winter Term. An institution may award financial athletics aid to a student-athlete for an academic year or part thereof. An institution also may award financial athletics aid for a summer term or summer-orientation period or voluntary winter term, provided the conditions of Bylaw 15.2.1.1 have been met.

15.65.3.2.1 Summer and Voluntary Winter Term As Additional Award. It is necessary to make an additional award for a summer or voluntary winter term, inasmuch as a member institution is limited to the award of financial athletics aid for a period not in excess of one academic year; however, an institution is not required to provide the recipient with a written statement of the amount, duration, conditions or terms of the award.

15.65.4 Reduction and Cancellation during Period of Award.

15.65.4.1 Reduction or Cancellation Permitted. Institutional financial aid based in any degree on athletics ability may be reduced or canceled during the period of the award, if the recipient:

15.65.4.1-(a) through 15.6.4.1-(c) renumbered as 15.5.4.1-(a) through 15.5.4.1-(c), unchanged.]

(d) Voluntarily withdraws from a sport at any time for personal reasons; however, the recipient's financial athletics aid may not be awarded to another student-athlete in the term in which the aid was reduced or canceled. Further, if the financial athletics aid is canceled before a regular academic term (e.g., preseason practice period), the aid may not be provided to another student-athlete during the ensuing academic term.

15.65.4.1.1 Nonathletically Related Conditions. An institutional financial athletics aid agreement may include nonathletically related conditions (e.g., compliance with academic policies or standards, compliance with team rule or policies) by which the aid may be reduced or cancelled during the period of the award.

15.65.4.1.2 Fraudulent Misrepresentation. If a student-athlete is awarded institutional financial athletics aid on the basis of declaring intention to participate in a particular sport by signing a letter of intent, application or tender, action on the part of the grantee not to participate (either by not reporting for practice or after making only token appearances as determined by the institution) would constitute fraudulent misrepresentation of information on the grantee's application, letter of intent or financial athletics aid agreement and would permit the institution to cancel or reduce the financial athletics aid.

15.65.4.1.3 Misconduct. An institution may cancel or reduce the financial athletics aid of a student-athlete who is found to have engaged in misconduct by the university's regular student disciplinary authority, even if the loss-of-aid requirement does not apply to the student body in general.

15.65.4.2 Increase Permitted. Institutional financial Athletics aid may be increased for any reason prior to the commencement of the period of the award. Once the period of the award begins, institutional financial
athletics aid may only be increased if the institution can demonstrate that such an increase is unrelated in any manner to an athletics reason (see Bylaw 15.65.4.3).

15.65.4.2.1 Initial Award of Athletically Related Institutional Financial Athletics Aid. A student-athlete who is receiving only institutional nonathletically related financial nonathletics aid may receive an initial award of athletically related institutional financial athletics aid at any point during the academic year. The initial award of athletically related financial athletics aid may not be retroactive to a previous academic year.

15.65.4.3 Increase, Reduction or Cancellation Not Permitted. Institutional financial aid based in any degree on athletics ability Athletics aid may not be increased, decreased or canceled during the period of its award:

[15.65.4.3-(a) through 15.65.4.3.1 renumbered as 15.5.4.3-(a) through 15.5.4.3.1, unchanged.]

15.65.4.3.2 Athletically Related Condition Prohibition. An institution may not set forth an athletically related condition (e.g., financial athletics aid contingent upon specified performance or playing a specific position) that would permit the institution to reduce or cancel the student-athlete's financial athletics aid during the period of the award, if the conditions are not satisfied.

15.65.4.3.3 Decrease Not Permitted. An institution may not decrease a prospective student-athlete's financial athletics aid or a student-athlete's financial athletics aid from the time the prospective student-athlete or student-athlete signs the financial aid award letter until the conclusion of the period set forth in the financial athletics aid agreement, except under the conditions set forth in Bylaw 15.65.4.1.

15.65.5 Renewals and Nonrenewals.

15.65.5.1 Institutional Obligation. The renewal of institutional financial athletics aid based in any degree on athletics ability shall be made on or before July 1 before the academic year in which it is to be effective. The institution shall promptly notify in writing each student-athlete who received an award the previous academic year and who has eligibility remaining in the sport in which financial aid was awarded the previous academic year (under Bylaw 14.2) whether the grant has been renewed or not renewed for the ensuing academic year. Notification of financial athletics aid renewals and nonrenewals must come from the institution's regular financial aid authority and not from the institution's athletics department.

15.65.5.2 Reconsideration of Nonrenewal. It is permissible for an institution that has notified a student-athlete that he or she will not be provided institutional financial athletics aid for the next academic year to then award financial aid to that student-athlete.

15.65.6 Changes in Participation. If a student-athlete changes sports during an academic year, the student-athlete's financial athletics aid shall be counted in the maximum limitations for the first sport for the remainder of the year. If the student-athlete continues to receive financial athletics aid, the award shall be counted the next academic year against the maximum limitations in the second sport.

[15.65.7 renumbered as 15.5.7, unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: August 1, 2018

Rationale: Under current legislation, the calculation of individual equivalencies includes all institutional aid received during the term of the award, excluding government grants and exempted institutional aid. This calculation can result in a student-athlete having to decline financial aid for which he or she is eligible due to concerns of exceeding the individual and/or team equivalency limits. According to the 2015 GOALS study, over two-thirds of Division II student-athletes report that college costs were an important consideration in making their college choice. Amending the legislation to count only athletics aid will permit institutions to award athletics aid to deserving student-athletes without concern of the impact on other aid sources and may have a positive impact on enrollment management. Division II financial aid data demonstrates that only four institutions fully fund their athletics programs and only 13 percent of teams are fully funded. Further, a model in which only athletics aid counts toward the individual and team equivalency limits would support the
partial scholarship model, assist with enrollment management and ensure consistency in calculations among institutions. Institutions would only be responsible for ensuring that student-athletes do not receive a financial aid package that exceeds a full grant-in-aid or the cost of attendance.

No. 2-13  FINANCIAL AID -- TERMS AND CONDITIONS OF AWARDING INSTITUTIONAL FINANCIAL AID -- PERIOD OF INSTITUTIONAL FINANCIAL AID AWARD -- ONE-YEAR LIMIT -- REQUIREMENT TO PROVIDE ATHLETICALLY RELATED FINANCIAL AID FOR ONE ACADEMIC YEAR

Intent: To specify that an offer of athletically related financial aid shall not be awarded for a period of less than one academic year; further, to establish exceptions for providing athletically related financial aid for less than one academic year, as specified.

A. Bylaws: Amend 15.02.6, as follows:

15.02.6 Period of Award. The period of award begins when the student-athlete receives any benefits as part of the student-athlete’s grant-in-aid on the first day of classes for a particular academic term, or the first day of practice, whichever is earlier, until the conclusion of the period set forth in the financial aid agreement. An athletics grant-in-aid shall not be awarded in excess of one academic year nor for a period less than one academic year.

B. Bylaws: Amend 15.6.3, as follows:

15.6.3 Period of Institutional Financial Aid Award.

15.6.3.1 One-Year Limit Period. When a student's athletics ability is taken into consideration in any degree in awarding financial aid, such aid shall not be awarded in excess of one academic year nor for a period less than one academic year.

15.6.3.1.1 Exceptions. An institution may award athletically related financial aid to a student-athlete for a period of less than one academic year only under the following circumstances.

(a) Midyear Enrollment. A student-athlete whose first full-time attendance at the certifying institution during a particular academic year occurs at midyear (e.g., the beginning of the second semester or second or third quarter of an academic year) may receive a financial aid award for the remainder of that academic year.

(b) Final Semester/Quarter. A student-athlete may receive athletically related financial aid for less than one academic year, provided the student is in the final semester or final two quarters of his or her degree program and the institution certifies that the student is carrying (for credit) the courses necessary to complete the degree requirements.

(c) Graduated During Previous Academic Year and Will Exhaust Eligibility During the Following Fall Term. A student-athlete who graduated during the previous academic year (including summer) and will exhaust his or her athletics eligibility during the following fall term may be awarded athletically related financial aid for less than one academic year.

(d) One-Time Exception. One time during a student-athlete’s enrollment at the certifying institution he or she may be awarded athletics aid for less than a full academic year, provided the student-athlete has been enrolled full time at the certifying institution for at least one regular academic term.

(e) Eligibility Exhausted/Medical Noncounter. A student-athlete who has exhausted eligibility and is exempt from counting (per Bylaw 15.4.1.3) in the institution’s financial aid limit, or a student-athlete who is exempt from counting (per Bylaw 15.4.1.1) due to an injury or illness may receive athletically related financial aid for less than one academic year. If an institution awards aid under this provision, the institutional financial aid agreement shall include specific nonathletically related conditions (e.g., academic requirements) the student-athlete must satisfy in order for the aid to be renewed for the next academic term or terms. If the student-athlete satisfies the specified conditions, the institution shall award financial aid at the same amount for the next term or terms of the academic year. If the student-athlete does not satisfy the specified conditions, he or she must be provided a hearing opportunity per Bylaw 15.6.2.4.
15.6.3.2 Regular Term Versus Summer and Voluntary Winter Term. An institution may award financial aid to a student-athlete for an academic year or part thereof. An institution also may award financial aid for a summer term or summer-orientation period or voluntary winter term, provided the conditions of Bylaw 15.2.1.1 have been met.

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: August 1, 2018

Rationale: Current legislation permits an institution to offer athletics aid on a term-by-term basis. According to the 2015 GOALS study, nearly one-half of Division II student-athletes have concerns about how finances will impact their ability to complete their degree. Eliminating term-by-term awards addresses student-athlete well-being concerns by ensuring that a student-athlete will know the status of his or her financial aid agreement for the full academic year. In addition, it eliminates situations where the receipt of athletically related financial aid for the spring term may be based on athletics performance in the fall term. However, in certain situations, an aid agreement for less than one academic year is appropriate and does not detrimentally impact the student-athlete. The proposed legislation includes several exceptions that provide flexibility to the institution in specific situations. The financial data indicates that roughly three quarters of financial aid awards are provided for a one-year term. The legislation regarding permissible reduction or cancellation of athletics aid during the period of the award is not impacted by this proposal, so an institution would retain the ability to reduce or cancel the one-year award if a student-athlete engages in one of the specified actions that are detrimental to the team.

No. 2-14 FINANCIAL AID - TERMS AND CONDITIONS OF AWARDED INSTITUTIONAL FINANCIAL AID -- REDUCTION AND CANCELLATION DURING PERIOD OF AWARD -- INCREASE PERMITTED -- INCREASE FOR ANY REASON AT ANY TIME

Intent: To permit increases in athletically related financial aid at any time, for any reason.

Bylaws: Amend 15.6.4.2, as follows:

15.6.4.2 Increase Permitted. Institutional financial aid may be increased for any reason prior to the commencement of the period of the award. Once the period of the award begins, institutional financial aid may only be increased if the institution can demonstrate that such an increase is unrelated in any manner to an athletics reason (see Bylaw 15.6.4.3) at any time.

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: August 1, 2018

Rationale: Current legislation permits an institution to increase athletics aid for any reason prior to the start of the period of the award. However, once the period of the award begins, athletics aid may only be increased if the institution can demonstrate the increase is unrelated in any manner to an athletics reason. Permitting an increase in athletics aid at any time, for any reason will provide institutions the discretion to distribute athletics aid as deemed appropriate on an individual campus. Institutions would still be limited to providing athletics aid within the team and individual equivalency limits.

No. 2-15 PLAYING AND PRACTICE SEASONS -- BASEBALL, BEACH VOLLEYBALL, CROSS COUNTRY, FIELD HOCKEY, GOLF, LACROSSE, ROWING, SOCCER, SOFTBALL, TENNIS, WOMEN'S VOLLEYBALL -- OUT-OF-SEASON AND NONCHAMPIONSHIP SEGMENT ATHLETICALLY RELATED ACTIVITIES -- NONCHAMPIONSHIP SEGMENT ACTIVITIES

Intent: To amend the nonchampionship segment legislation, as follows: (1) In all sports that have a nonchampionship segment, to prohibit all countable athletically related activity during two calendar days per week; (2) In all sports that have a nonchampionship segment other than golf, rowing and tennis, to limit a student-athlete’s participation in countable athletically related activity to a maximum of four hours per day and 15 hours per week during a 45-consecutive calendar day period, omitting vacation and examination
days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days; (3) In golf and tennis, to limit a student-athlete's participation in countable athletically related activity to a maximum of four hours per day and 20 hours per week during a 60-consecutive calendar day period, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days; and (4) In rowing, to limit a student-athlete's participation in countable athletically related activity to a maximum of four hours per day and 15 hours per week during a 65-consecutive calendar day period, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days.

A. Bylaws: Amend 17.1.6, as follows:

17.1.6 Time Limits for Athletically Related Activities. In all sports, the following time limitations shall apply:

[17.1.6.1 through 17.1.6.1.1 unchanged.]

17.1.6.2 Daily and Weekly Hour Limitations - Nonchampionship Segment. During the nonchampionship segment, a student-athlete's participation in countable athletically related activities (see Bylaw 17.02.1) shall be limited to a maximum of four hours per day and 15 hours per week.

17.1.6.2.1 Exception - Golf and Tennis. In golf and tennis, during the nonchampionship segment, a student-athlete's participation in countable athletically related activities (see Bylaw 17.02.1) shall be limited to a maximum of four hours per day and 20 hours per week.

17.1.6.23 Weekly Hour Limitations -- Outside of Playing Season.

[17.1.6.2.1 renumbered as 17.1.6.3.1, unchanged.]

17.1.6.2.2 Skill Instruction. Participation by student-athletes in individual skill-related instruction is permitted outside the institution's declared playing season. For skill instruction occurring during the nonchampionship segment, more than one group of student-athletes from the same team may participate in skill instruction in the same facility or in different facilities at the same time, provided there is no co-mingling of student-athletes between the groups. Each group of student-athletes must have a separate coach. Coaches may rotate between the groups provided at least one coach is present with each group during skill instruction.

17.1.6.2.2.1 Groups of Student-Athletes. The following number of student-athletes is permitted in each group for skill instruction that occurs during the nonchampionship segment or outside the playing season in football.

(a) Individual Sports. Not more than four student-athletes from the same individual sport shall be a part of a group of student-athletes working with a coach at one time.

(b) Team Sports With Starting Squad Size of Six or Fewer. Not more than four student-athletes from the same team shall be a part of a group of student-athletes working with a coach at one time.

(c) Team Sports With Starting Squad Size of Seven or More. Not more than six student-athletes from the same team shall be part of a group of student-athletes working with a coach at one time.

(d) Football. Not more than eight student-athletes from the team shall be part of a group of student-athletes working with a coach at one time.

17.1.6.23.2 Football. In football, outside of the playing season during the academic year, only a student-athlete's participation in weight training, conditioning, individual skill instruction and review of game film shall be permitted, as follows:
During individual skill instruction, **not more than eight student-athletes from the team shall be part of a group of student-athletes working with a coach at one time.** More than one group of student-athletes from the same team may participate in skill instruction in the same facility or in different facilities at the same time, provided there is no co-mingling of student-athletes between the groups. Each group of student-athletes must have a separate coach. Coaches may rotate between the groups provided at least one coach is present with each group during skill instruction. The use of footballs and field equipment (e.g., shields, bags) is permissible; however, the use of protective equipment (e.g., helmets, shoulder pads) is not permissible; and

**17.1.6.2.3-(c) renumbered as 17.1.6.3.2-(c) unchanged.**

**17.1.6.3 through 17.1.6.4.6 renumbered as 17.1.6.4 through 17.1.6.5.6, unchanged.**

**17.1.6.6 Required Days Off -- Nonchampionship Segment. During the nonchampionship segment, all countable athletically related activities (per Bylaw 17.02.1) shall be prohibited during two calendar days per week.**

**17.1.6.5 through 17.1.6.6.3.2.1 renumbered as 17.1.6.7 through 17.1.6.8.3.2.1, unchanged.**

**B. Bylaws: Amend 17.2.8, as follows:**

17.2.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

**17.2.8-(a) unchanged.**

(b) **Nonchampionship Segment Activities.** During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45-consecutive calendar days, omitting vacation and examination days officially announced on the institution's calendar and days during which the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45-consecutive calendar days must be within the dates set forth in Bylaws 17.2.5 and 17.2.6, and shall not commence prior to September 7 or the institution's fourth day of classes (as set forth in its catalog, counting Monday through Friday only), whichever is earlier. *(See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)*

**17.2.8.1 unchanged.**

**C. Bylaws: Amend 17.4.8, as follows:**

17.4.8 Out-of-Season and **Nonchampionship Segment** Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

**17.4.8-(a) unchanged.**

(b) **Nonchampionship Segment Activities.** During the segment in which a National Collegiate Championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other
legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.4.5 and 17.4.6. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)

[17.4.8.1 unchanged.]

D. **Bylaws:** Amend 17.6.8, as follows:

17.6.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.6.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institute is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.6.5 and 17.6.6. It is not permissible for an institution that declares fall as its championship segment and operates on the quarter system to engage in practice and competition from the time period of seven calendar days prior to the first date of the institution's final examination period for the winter quarter until the first day of classes of the spring quarter. The days during which practice and competition are prohibited may be exempted from the period of 45 consecutive calendar days. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)

[17.6.8.1 unchanged.]

E. **Bylaws:** Amend 17.9.8, as follows:

17.9.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.9.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the nonchampionship segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institute is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.9.5 and 17.9.6. It is not permissible for an institution that declares fall as its championship segment and operates on the quarter system to engage in practice and competition from the time period of seven calendar days prior to the first date of the institution's final examination period for the winter quarter until the first day of classes of the spring quarter. The days during which practice and competition are prohibited may be exempted from the period of 45 consecutive calendar days. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)

[17.9.8.1 unchanged.]

F. **Bylaws:** Amend 17.11.8, as follows:

17.11.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:
(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 60 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. Multiday tournaments (up to a maximum of five tournaments) may count as one date of the 24 practice or competition dates, regardless of the number of days of the tournament. A golf practice round conducted on the day prior to one of the five permissible multiday tournaments during the nonchampionship segment is not considered part of the tournament and must count as one of the institution’s 24 permissible practice or competition dates. The 60 consecutive calendar days must be within the dates set forth in Bylaws 17.11.5 and 17.11.6, and shall not commence prior to September 7 or the institution’s fourth day of classes (as set forth in its catalog, counting Monday through Friday only), whichever is earlier. It is not permissible for an institution that declares fall as its championship segment and operates on the quarter system to engage in practice and competition from the time period of seven calendar days prior to the first date of the institution’s final examination period for the winter quarter until the first day of classes of the spring quarter. The days during which practice and competition are prohibited may be exempted from the period of 60 consecutive calendar days. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)

[17.11.8-(1) unchanged.]

[17.11.8.1 unchanged.]

G. Bylaws: Amend 17.14.8, as follows:

17.14.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.14.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 45 days that occur within a period of 65 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 65 consecutive calendar days must be within the dates set forth in Bylaws 17.14.5 and 17.14.6, and shall not commence prior to September 7 or the institution’s fourth day of classes (as set forth in its catalog, counting Monday through Friday only), whichever is earlier. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)

[17.14.8.1 unchanged.]

H. Bylaws: Amend 17.16.8, as follows:

17.16.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.16.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 45 days that occur within a period of 65 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 65 consecutive calendar days must be within the dates set forth in Bylaws 17.16.5 and 17.16.6, and shall not commence prior to September 7 or the institution’s fourth day of classes (as set forth in its catalog, counting...
Monday through Friday only), whichever is earlier. *(See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)*

[17.16.8.1 unchanged.]

I. **Bylaws:** Amend 17.19.8, as follows:

17.19.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.19.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.19.5 and 17.19.6. It is not permissible for an institution that declares fall as its championship segment and operates on the quarter system to engage in practice and competition from the time period of seven calendar days prior to the first date of the institution's final examination period for the winter quarter until the first day of classes of the spring quarter. The days during which practice and competition are prohibited may be exempted from the period of 45 consecutive calendar days. *(See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)*

[17.19.8.1 unchanged.]

J. **Bylaws:** Amend 17.20.8, as follows:

17.20.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment except for the following:

[17.20.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.20.5 and 17.20.6, and shall not commence prior to September 7 or the institution's fourth day of classes (as set forth in its catalog, counting Monday through Friday only), whichever is earlier. *(See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)*

[17.20.8.1 unchanged.]

K. **Bylaws:** Amend 17.22.5.1, as follows:

17.22.5.1 Exception -- Alternate Playing Season. An institution that is a member of a conference that conducts its only conference championship or plays the majority of its conference matches during the fall, or an institution that declares fall as its institution's championship segment per Bylaw 20.10.4.2, may use the playing season dates for sports that conduct a fall championship. Further, an institution that uses this exception and discontinues its championship segment activities by November 1 (instead of November 15) may add 15 calendar days to the period of 45-60 consecutive calendar days available during the nonchampionship segment. The institution is eligible for the NCAA championship.

<table>
<thead>
<tr>
<th>Fall (Championship)</th>
<th>Spring (Nonchampionship)</th>
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Date Printed: 10/05/2016
Practice 17 days before the first permissible date of competition or five days before the first day of classes, whichever is earlier. February 15

Competition Thursday preceding September 6. February 15

End date for practice and competition November 15 Seven days prior to final examination period.

[17.22.5.1.1 unchanged.]

L. Bylaws: Amend 17.22.8, as follows:

17.22.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.22.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.22.5 and 17.22.6, and shall not commence prior to September 7 or the institution's fourth day of classes (as set forth in its catalog, counting Monday through Friday only), whichever is earlier. It is not permissible for an institution that declares fall as its championship segment and operates on the quarter system to engage in practice and competition from the time period of seven calendar days prior to the first date of the institution's final examination period for the winter quarter until the first day of classes of the spring quarter. The days during which practice and competition are prohibited may be exempted from the period of 45 consecutive calendar days. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)

(1) Exception -- Alternate Playing Season. A member institution that declares fall as its institution's championship segment per Bylaw 20.10.4.2 and discontinues its championship segment activities by November 1 (instead of November 15) may add 15 calendar days to the period of 45 consecutive calendar days available during the nonchampionship segment (see Bylaw 17.22.5.1).

[17.22.8-(b)-(2) through 17.22.8.1 unchanged.]

M. Bylaws: Amend 17.25.2.8, as follows:

17.25.2.8 Out-of-Season and Nonchampionship Segment Athletically Related Activities -- Women. Student-athletes and members of the coaching staff shall not engage in countable athletically related activities outside the championship segment, except for the following:

[17.25.2.8-(a) unchanged.]

(b) Nonchampionship Segment Activities. During the segment in which the NCAA championship does not occur, student-athletes may participate in any practice or competition activity as permitted by other legislation provided such activity is restricted to a maximum of 24 days that occur within a period of 45 consecutive calendar days, omitting vacation and examination days officially announced or on days that the institution is closed due to inclement weather, as long as no practice or competition occurs on such days. The 45 consecutive calendar days must be within the dates set forth in Bylaws 17.25.2.5 and 17.25.2.6. It is not permissible for an institution that declares fall as its championship segment and operates on the quarter system to engage in practice and competition from the time period of seven calendar days prior to the first date of the institution’s final examination period for the winter quarter until the first day of classes of the spring quarter. The days during which practice and competition are prohibited may be exempted from the period of 45 consecutive calendar days. (See Bylaws 17.1.6.2 and 17.1.6.6 for daily and weekly hour limitations and required days off.)
No. 2-16 PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING-SEASON REGULATIONS -- TIME LIMITS FOR ATHLETICALLY RELATED ACTIVITIES -- ADDITIONAL RESTRICTIONS -- NO CLASS TIME MISSED FOR COMPETITION IN NONCHAMPIONSHIP SEGMENT -- TEAM SPORTS

Intent: In team sports, to permit student-athletes to miss class during the nonchampionship segment, once every four years, for competition in Alaska, Hawaii, Puerto Rico or Canada against active member institutions located in those areas; further, to permit student-athletes on team sports from institutions located in Alaska, Hawaii, Puerto Rico or Canada to miss class for competition during the nonchampionship segment once every four years.

Bylaws: Amend 17.1.6.6.2, as follows:

17.1.6.6.2 No Class Time Missed for Competition in Nonchampionship Segment -- Team Sports. In team sports (per Bylaw 17.02.15.1), no class time shall be missed for competition, including activities associated with such competition (e.g., travel and other pregame or postgame activities), conducted during the nonchampionship segment.

17.1.6.6.2.2 Exception -- Nonchampionship Segment Travel to Hawaii, Alaska, Puerto Rico or Canada. Once every four years, a team may miss class time for competition in Alaska, Hawaii, Puerto Rico or Canada against active member institutions located in those areas. In addition, teams from institutions located in Alaska, Hawaii, Puerto Rico or Canada may miss class time for competition during the nonchampionship segment once every four years.

Source: NCAA Division II Presidents Council [Management Council (Legislation Committee)].

Effective Date: August 1, 2017

Rationale: Current legislation does not permit student-athletes in team sports to miss class for nonchampionship segment competition, including activities associated with competition, such as travel and other pregame or postgame activities. There are limited opportunities for teams at institutions in Alaska, Hawaii, Puerto Rico and Canada to engage in nonchampionship segment competition in team sports due to their geographic location and the length of travel to opponents. This change would provide institutions with flexibility to pursue competitive opportunities in Alaska, Hawaii, Puerto Rico and Canada during the nonchampionship segment. In addition, it will provide institutions located in those states, territory and country with the flexibility to travel to the mainland United States for competition during the nonchampionship segment. The proposal will also provide flexibility for scheduling valuable cultural and educational opportunities for student-athletes, while institutional budgets will limit abuse.

No. 2-17 DIVISION MEMBERSHIP -- MEMBERSHIP REQUIREMENTS -- PHILOSOPHY STATEMENT

Intent: To amend the Division II philosophy statement, as specified.

Bylaws: Amend 20.10, as follows:

20.10 Membership Requirements.
PHILOSOPHY STATEMENT

In addition to the purposes and fundamental policy of the National Collegiate Athletic Association, as set forth in Constitution 1, members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational well-being and academic success of the participating student-athlete is of primary concern.

Higher education has lasting importance on an individual’s future success. For this reason, the positioning statement for the division and the emphasis for the student-athlete experience in Division II is a comprehensive program of learning and development in a personal setting. The Division II approach provides growth opportunities through academic achievement, learning in high-level athletics competition and development of positive societal attitudes in service to community. The balance and integration of these different areas of learning provide Division II student-athletes a path to graduation while cultivating a variety of skills and knowledge for life ahead. As such, Division II supports the educational mission of college athletics by fostering a balanced approach in which student-athletes learn and develop through their desired academic pursuits, in civic engagement with their communities and in athletics competition. Division II athletics programs also are committed to establishing an inclusive culture in which persons of all backgrounds are respected and given the opportunity to provide input and to participate.

Members support the following attributes in the belief that these attributes assist in defining the division’s priorities and emphasize the division’s position within the Association: Learning; Service; Passion; Sportsmanship; Resourcefulness; and Balance. The positioning statement and the attributes shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs, initiatives and policies by member institutions, conferences and the Division II governance structure.

Furthermore, a member of Division II believes in a set of common features, which assist in defining the division. Such features include exceptional teacher-to-student ratios that provide student-athletes with a quality education, a unique model of staffing in which coaches provide additional services such as teaching and mentoring, and the development of community partnerships and student-athlete participation in community engagement activities. A member of Division II members also believes in abide by the following principles, which assist in defining that help define and distinguish the division:

(a) Promoting the academic success of its student-athletes, measured in part by an institution’s student-athletes graduating at least at the same rate as the institution’s student body;

(b) That participation in intercollegiate athletics benefits the educational experience of its student-athletes and the entire campus community;

(c) Offering opportunities for intercollegiate athletics participation consistent with the institution’s mission and philosophy;

(d) That championships are intended to provide national-level competition among eligible student-athletes and teams of member institutions;

(e) Preparing student-athletes to be good citizens, leaders and contributors in their communities;

(f) Striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, enhancing diversity and developing positive societal attitudes in all of its athletics endeavors;
(g) That institutional staff members, including presidents and athletics personnel, shall hold prospective and enrolled student-athletes and themselves to the highest standards of personal conduct at all times, including exemplary behavior that reflects respect for the rights and dignity of opponents, teammates, officials, other students and the community at-large;

(h) Scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit;

(i) Recognizing the need to "balance" the role of the athletics program to serve both the institution (e.g., participants, student body, faculty-staff) and the general public (e.g., community, area, state);

(j) Offering an opportunity for participation in intercollegiate athletics by awarding athletically related financial aid to its student-athletes;

(k) That institutional control is a fundamental principle that supports the educational mission of a Division II institution and assumes presidential involvement and commitment. All funds supporting athletics should be controlled by the institution. The emphasis for an athletics department should be to operate within an institutionally approved budget and compliance with and self enforcement of NCAA regulations is an expectation of membership; and

(l) That all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II.

(a) Division II colleges and universities are expected to operate their athletics programs with integrity and in a welcoming manner that complies with conference and NCAA rules and regulations. Institutional control is a fundamental principle that supports the institution’s educational mission and assumes presidential involvement and oversight;

(b) Division II members fund their athletics programs in a manner that aligns with the institution’s budget and educational mission. This method of funding features a "partial scholarship" model that allows Division II schools to recognize student-athletes for their skills through athletics-based grants, but student-athletes can accept merit-based aid and academic scholarships as well;

(c) Division II believes in a balanced approach that integrates athletics into the college experience and allows students to focus on their academic pursuits and participate in other campus and community activities. This "Life in the Balance" emphasis facilitates learning through:

1. Academics. Division II offers exceptional teacher-student ratios that provide student-athletes with a quality education in the academic curriculum of their choice. The division structures its eligibility requirements to facilitate student-athletes earning their degrees, which is measured in part by an institution’s student-athletes graduating at least at the same rate as the institution’s student body;

2. Athletics. Division II supports athletics achievement through highly competitive programs that strive to participate in the division’s 25 national championships, which offer the best access ratio among the NCAA’s three divisions. Division II also supports a regionalization model in scheduling that reduces time away from campus and keeps athletics participation in perspective within the educational mission;

3. Community Engagement. Division II athletics programs actively engage with their communities to enhance relationships between student-athletes and community members and develop a shared civic experience. Division II promotes engagement at the local, conference and national levels, including at all Division II national championships; and

4. Post-graduation Success. Division II supports a higher education model that shapes student-athletes who graduate with the skills and knowledge to be productive citizens. The balanced
approach allows student-athletes to focus on their academic pursuits, their internships, and whatever else it takes to prepare them for life after graduation:

(d) Division II members support the utmost in sportsmanship by committing to a "game environment" initiative that establishes an atmosphere at athletics contests that is both energetic and respectful; and

(e) Division II promotes student-athlete involvement in decision-making through campus, conference and national Student-Athlete Advisory Committees that provide leadership opportunities and offer a representative voice in the division's governance structure.

[20.10.1 through 20.10.5 unchanged.]

Source: NCAA Division II Presidents Council [Management Council (Management Council Identity Subcommittee)].

Effective Date: August 1, 2017

Rationale: Much of the current Division II Philosophy Statement aligns with the implementation of the "I Chose" identity campaign in the mid-2000s and has not been reviewed comprehensively since that time. In accordance with the 2013 communications audit that identified the need to better explain Division II to external audiences, and in conjunction with the 2015-21 Division II Strategic Plan and the Make It Yours brand enhancement, it is necessary to update the statement to reflect the refreshed brand. The proposed revision does not omit any of the philosophy's key elements and core principles; rather, it reorganizes the division's commitment to a balanced and inclusive approach in academics, athletics, community engagement and post-graduation success in a contemporary manner that better reflects the Make It Yours identity enhancement.

No. 2-18 DIVISION MEMBERSHIP -- MEMBERSHIP REQUIREMENTS -- SPORTS SPONSORSHIP -- MINIMUM CONTESTS AND PARTICIPANTS REQUIREMENTS FOR ALL SPORTS SPONSORSHIP -- WOMEN'S LACROSSE AND WOMEN'S VOLLEYBALL

Intent: In women's lacrosse, to increase the number of contests for sports sponsorship from eight to 10 contests; further, in women's volleyball, to increase the number of contests for sports sponsorship from nine to 15 contests.

Bylaws: Amend 20.10.3.3, as follows:

20.10.3.3 Minimum Contests and Participants Requirements for Sports Sponsorship. In each sport, the institution's team shall engage in at least a minimum number of intercollegiate contests (against four-year, degree-granting collegiate institutions) each year. In the individual sports, the institution's team shall include a minimum number of participants in each contest that is counted toward meeting the minimum-contest requirement. The following minimums are applicable:

<table>
<thead>
<tr>
<th>Team Sports</th>
<th>Minimum Contests</th>
<th>Individual Sports</th>
<th>Minimum Contests</th>
<th>Minimum Participants</th>
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<tbody>
<tr>
<td>Baseball</td>
<td>24</td>
<td>Women's Bowling</td>
<td>8</td>
<td>5</td>
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<tr>
<td>Basketball</td>
<td>22</td>
<td>Cross Country</td>
<td>5</td>
<td>5</td>
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<tr>
<td>Beach Volleyball</td>
<td>8</td>
<td>Equestrian</td>
<td>6</td>
<td>12</td>
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<tr>
<td>Field Hockey</td>
<td>10</td>
<td>Men's Fencing</td>
<td>6</td>
<td>5</td>
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<tr>
<td>Football</td>
<td>8</td>
<td>Women's Fencing</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>Men's Ice Hockey</td>
<td>20</td>
<td>Golf</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>Women's Ice Hockey</td>
<td>20</td>
<td>Men's Gymnastics</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td><strong>Men's Lacrosse</strong></td>
<td><strong>8</strong></td>
<td><strong>Women's Gymnastics</strong></td>
<td><strong>6</strong></td>
<td><strong>5</strong></td>
</tr>
<tr>
<td><strong>Women's Lacrosse</strong></td>
<td><strong>10</strong></td>
<td><strong>Rifle</strong></td>
<td><strong>8</strong></td>
<td><strong>4</strong></td>
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<tr>
<td>Women’s Rowing</td>
<td>6</td>
<td>Skiing</td>
<td>5</td>
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<tr>
<td>Women’s Rugby</td>
<td>9</td>
<td>Swimming and Diving</td>
<td>8</td>
<td>11</td>
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<tr>
<td>Soccer</td>
<td>10</td>
<td>Tennis</td>
<td>10</td>
<td>5</td>
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<tr>
<td>Softball</td>
<td>24</td>
<td>Track and Field, Indoor</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td><strong>Men’s Volleyball</strong></td>
<td>9</td>
<td>Track and Field, Outdoor</td>
<td>4</td>
<td>14</td>
</tr>
<tr>
<td><strong>Women’s Volleyball</strong></td>
<td><strong>15</strong></td>
<td>Wrestling</td>
<td>12</td>
<td>7</td>
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<tr>
<td>Men’s Water Polo</td>
<td>15</td>
<td>Women’s Triathlon</td>
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<tr>
<td>Women’s Water Polo</td>
<td>10</td>
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(Note: The minimum-contest requirements set forth in Bylaws 20.10.3.3.1 through 20.10.3.3.9 apply only to the provisions of this section and do not apply to minimum-contest requirements in Bylaws 14 and 17.)

[20.10.3.3.1 through 20.10.3.3.12 unchanged.]

**Source:** NCAA Division II Presidents Council [Management Council (Membership Committee)].

**Effective Date:** August 1, 2017

**Rationale:** The minimum contests requirements for sports sponsorship in women’s lacrosse and women’s volleyball should be consistent with the number of contests required for championship selections. In addition, increasing the minimum number of contests for sports sponsorship in these sports aligns the Division II sports-sponsorship minimum requirements with those in Divisions I and III, providing consistency across all divisions.
Appendix A

Legislative Proposal Number Changes

This appendix lists proposals that are included in the Second Publication of Proposed Legislation and gives their corresponding numbers in the Initial Publication of Proposed Legislation. Please note that not all proposals that appear in the Second Publication of Proposed Legislation were included in the Initial Publication of Proposed Legislation.

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<tr>
<th>SPOPL</th>
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Appendix B

Request for Interpretation

Member institutions and conferences are encouraged to request interpretations of the proposed legislation in this Second Publication of Proposed Legislation. Interpretations related to the proposed legislation in this Second Publication of Proposed Legislation may be requested via electronic mail to the primary contact persons at aconklin@ncaa.org or kwolf@ncaa.org, not later than November 23, 2016. When submitting such a request, please include the proposal number in question, your institution’s name and your title. All resulting interpretations will be distributed to the delegates in time for the conference meetings held in conjunction with the Convention.
AGENDA

National Collegiate Athletic Association

Division II Provisional Meeting
(Schools in the Provisional Year of the Membership Process)

Gaylord Opryland Resort & Convention Center       January 18, 2017
Nashville, Tennessee              1 to 2:30 p.m.

1. Welcome and introductions.

2. Provisional-year priorities.
   a. NCAA Division II Membership Committee expectations.
   b. Navigating the NCAA Division II. [Supplement No. 1] (Angela Tressel)
   c. Annual report. [Supplement No. 2] (Chris Brown)
   d. Action plans for NCAA Division II Institutional Self-Study Guide. (Chelsea Crawford)
   e. Institutional accreditation. (Brown)
   f. Working with the conference office. (Tressel)
   g. Monitoring policies and procedures. (Tressel)
   h. Student-athlete health and well-being. (Tressel)

3. Preparing for active membership.
   a. Reporting requirements and membership dues. [Supplement No. 3] (Tressel)
   b. Administering the National Letter of Intent (NLI). [Supplement No. 4] (Susan Peal)
   c. Overview of resources for NCAA Division II institutions.
      (1) NCAA grants, scholarships and programs. [Supplement No. 5] (Tressel)
      (2) NCAA Catastrophic Injury Insurance Program. [Supplement Nos. 6-a, 6-b and 6-c] (Juanita Sheely)
4. Vendor chalk talk. (Jill Willson)

5. Roundtable discussions.

   a. Chancellor or President. (Tom Daeger)
      
      (1) Principles of institutional control. [Supplement Nos. 8, 9 and 10]
      (2) Presidential involvement.
      (3) What to expect with active membership.
      (4) Institutional accreditation.
      (5) Institutional Performance Program (IPP).
      (6) Lessons learned in the membership process.

   b. Director of Athletics. (Roger Thomas)
      
      (1) Priorities as an active member.
      (2) Enhancing a culture of compliance.
      (3) What to expect with active membership.
      (4) Institutional Performance Program (IPP).
      (5) Lessons learned in the membership process.

   c. Compliance Administrator. (Leslie Schuemann)
      
      (1) Building a culture of compliance.
(2) Building a culture of compliance.

(3) Compliance education.


(5) Working through issues with coaches and athletics administrators.

(6) Lessons learned.

d. Faculty Athletics Representative. (Kevin Schriver)

(1) Role of the faculty athletics representative with athletics and on campus as an active member.

(2) Working with faculty on campus.

(3) Balancing faculty and athletically related duties.

(4) Professional growth opportunities and committee service.

(5) Lessons learned.

e. Senior Woman Administrator. (Natalie Cullen)

(1) Development and growth as senior woman administrator.

(2) Working through issues with coaches and athletic staff members.

(3) Ensuring work-life balance.

(4) Professional growth opportunities and committee service.

(5) Lessons learned.

6. Upcoming NCAA events and other professional development opportunities. [Supplement No. 11] (Brown)

7. Adjournment.
AGENDA

National Collegiate Athletic Association

Division II Provisional Year-Two Meeting
(Schools in Year Two of the Membership Process)

Gaylord Opryland Resort & Convention Center January 18, 2017
Nashville, Tennessee 3 to 5 p.m.

1. Welcome and introductions.

2. Provisional year-two priorities.
   a. NCAA Division II Membership Committee expectations. (Bob Hogue)
   b. NCAA Division II Compliance Blueprint Program. (Chris Brown and Active Member)
   c. Annual report. [Supplement No. 1] (Brown)
   d. Action plans for NCAA Division II Institutional Self-Study Guide. (Chelsea Crawford)
   e. Institutional accreditation. [Supplement No. 2] (Angela Tressel)
   f. Working with the conference office. (Tressel)
   g. Monitoring policies and procedures. (Tressel)

3. Preparing for provisional year. [Supplement No. 3] (Brown)
   a. Refining policies and procedures. (Brown)
   b. Reporting requirements. [Supplement No. 4] (Brown)
   c. Reporting and Monitoring Violations. (Crawford)

4. Vendor chalk talk. (Jill Willson)
   • Preparing for the provisional year visit. (Tressel)

5. Roundtable discussions. (Hogue)
a. Chancellor or President.

(1) Principles of institutional control. [Supplement Nos. 5, 6 and 7]

(2) Presidential involvement.

(3) Progress in year two of the membership process.

(4) Institutional accreditation.

(5) Lessons learned in the membership process.

b. Director of Athletics. (Jeff Eisen)

(1) Engagement on campus and in the community.

(2) Ensuring oversight and delegation throughout the membership process.

(3) Progress in year two of the membership process.

(4) Committee expectations of director of athletics.

(5) Lessons learned.

c. Compliance Administrator. (Tressel)

(1) Working with the NCAA Eligibility Center.

(2) Enhancing the role of the compliance committee.

(3) Compliance education.

(4) Working with coaches and athletics administrators.

(5) Using appropriate resources.

(6) Lessons learned.

d. Faculty Athletics Representative. (Margaret Poitevint)

(1) Evaluating responsibilities of the faculty athletics representative in the membership process.
(2) Working with faculty.

(3) Development and growth as a faculty athletics representative.

(4) Helpful resources.

(5) Committee expectations of the faculty athletics representative.

(6) Lessons learned.

e. Senior Woman Administrator. (Leslie Schuemann)

(1) Evolving responsibilities of the senior woman administrator in the membership process.

(2) Role of the senior woman administrator in athletics and on campus.

(3) Committee expectations of the senior woman administrator.

(4) Development and growth as a senior woman administrator.

(5) Lessons learned in the membership process.

6. Upcoming NCAA events and other professional development opportunities. [Supplement No. 8] (Brown)

7. Adjournment.
AGENDA

National Collegiate Athletic Association

Division II Provisional Year-One Meeting
(Schools in Year One of the Membership Process)

Gaylord Opryland Resort & Convention Center
Nashville, Tennessee
January 19, 2017
9 to 11 a.m.

1. Welcome and introductions.

2. Provisional year-one priorities.
   a. NCAA Division II Membership Committee expectations.
   b. Preparing for the Division II Membership Committee year-one campus visit.
      [Supplement No. 1] (Chris Brown)
   c. Campus visit to an active member institution. (Brown)
   d. Annual report. [Supplement No. 2] (Brown)
   e. NCAA Division II Institutional Self-Study Guide. [Supplement Nos. 3-a and 3-b]
      (Chelsea Crawford)
   f. Institutional accreditation. [Supplement No. 4] (Tressel)
   g. Working with the conference office. (Tressel)
   h. Monitoring policies and procedures. (Tressel)

3. Preparing for provisional year two. [Supplement No. 5] (Brown)
   a. NCAA Division II Compliance Blueprint Program. (Brown)
   b. Reporting requirements. [Supplement No. 6] (Brown)
   c. Compliance requirements. (Brown)

4. Vendor chalk talk. (Jill Willson)
   • Mock provisional year-one visit.
5. Roundtable discussions.

a. Chancellor or President. (Chris Snyder)
   (1) Principles of institutional control. [Supplement Nos. 7, 8 and 9]
   (2) Presidential involvement.
   (3) Progress in year one of the membership process.
   (4) Institutional accreditation.
   (5) Lessons learned in the membership process.

b. Director of Athletics. (Jackson Stava)
   (1) Engagement on campus and in the community.
   (2) Compliance committee.
   (3) Progress in year one of the membership process.
   (4) Lessons learned in the membership process.

c. Compliance Administrator. (Brown)
   (1) Working with NCAA compliance programs.
   (2) Involvement with the compliance committee.
   (3) Useful compliance resources.
   (4) Educating coaches and athletics administrators.
   (5) Lessons learned.
   (6) Open forum.

d. Faculty Athletics Representative. (Barbara Hannam)
   (1) Responsibilities of the faculty athletics representative in the membership process.
(2) Role of the faculty athletics representative with athletics and on campus.

(3) Development and growth as a faculty athletics representative.

(4) Lessons learned.

e. Senior Woman Administrator. (Tressel)

(1) Responsibilities of the senior woman administrator in the membership process.

(2) Role of the senior woman administrator in athletics and on campus.

(3) Development and growth as a senior woman administrator.

(4) Lessons learned.

6. Upcoming NCAA events and other professional development opportunities. [Supplement No. 10] (Tressel)

7. Adjournment.
2017 NCAA Convention Assignments

Each committee member must sign up for one of the following assignments for the Convention business session:

<table>
<thead>
<tr>
<th>Credentialing</th>
<th>Vote Counting</th>
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<tr>
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Expectations for Committee Members Assisting with Credentialing During the Convention:

1. If you are approached by an institutional or conference delegate who is identified as the voting delegate and needs to amend the appointment of delegate form due to an extenuating circumstance (e.g., emergency on campus, death in the family) that results in the voting delegate being unable to fulfill his or her duties during the business session, the following steps are to be followed:
   
   a. Refer the delegate to the Convention management staff at registration. If registration is closed (e.g., after hours), then Convention management staff and/or representatives of the NCAA Division II Membership Committee shall refer the delegate to Stephanie Quigg Smith, whose contact information will be provided to you prior to the start of the Convention. [Note: Convention registration information will be provided to you prior to the start of the Convention.]
   
   b. Convention management staff should ask if an alternate voting delegate(s), as identified on the appointment of delegate form, is available to transfer voting rights.
      
      (1) If YES, the transfer of voting rights between the designated voting delegate and alternate voting delegate(s) is left to the discretion of the institution or conference. No further action is necessary.
      
      (2) If NO, move to letter c.
c. Convention management staff should request that the delegate seek approval to appoint a new voting delegate by obtaining the signature of the chancellor or president at the institution through the appointment of delegate form. [Note: In the event access to the online system by the chancellor or president is not possible, then other comparable means may be used to secure this change (e.g., email from the chancellor or president).]

(1) If a new appointment of delegate form signed by the chancellor or president (or verified through other comparable means) is received, no further action is necessary.

(2) If the voting delegate is unable to obtain a new appointment of delegate form signed by the chancellor or president, the Convention management staff should refer the delegate to Stephanie Quigg Smith who can be contacted via email and explain the extenuating circumstances (e.g., chancellor or president is out of the country). The NCAA academic and membership affairs staff will determine whether flexibility should be provided based on the circumstances of the situation. Decisions will be made on a case-by-case basis.

d. Membership Committee representatives assisting with the credentialing of delegates should consistently check email and/or voicemail during the Convention to provide the academic and membership affairs staff assistance with credential issues as noted above, if necessary.

Note: In the event that an institutional representative is unable to attend the business session and vote on behalf of the institution, it is permissible for that institution’s conference commissioner (or other representative from the conference office) to do so, provided the institution’s chancellor or president approves that designation. However, a representative from another institution or conference may not vote on behalf of the institution, regardless if approval from the chancellor or president is received.

Expectations for Committee Members Assisting with Vote Counting During the Division II Business Session:

1. Voting Eligibility.

Division II has 309 active member schools and 24 active member conferences. Three schools are ineligible to vote (three for-profit institutions: Academy of Art, Post University and Salem International University). The NCAA Division II Student-Athlete Advisory Committee is eligible to vote as one collective unit on each proposal. Please remember that provisional and candidacy member institutions are ineligible to vote.
Therefore, for any roll-call vote, a maximum of 328 votes will be recorded (306 + 24 + 1 = 331).

2. Voting Units.

Voting delegates will receive their smartcard and paddle with their registration materials. Voting units will be distributed Saturday morning outside of the business session room. Voting delegates must have their smartcard and paddle in order to receive a voting unit. If a voting delegate forgets their smartcard the morning of the business session, he or she may go to the voting pit and Jim Watson will verify his or her eligibility and issue a new smartcard.

The voting unit looks like a blackberry and voting delegates will to push 1 for “Yes,” 2 for “No,” and 3 to “Abstain.” There will be power point slides displayed providing instructions on how to insert the smartcard and how to use the buttons for voting.


Each of you will be recognized by the chair of the business session, President Steve Scott. He will ask you to stand, so the delegates may be aware of where you are in case they have voting issues. Additionally, Jim Watson has agreed to assist the division with the overall vote monitoring and will be in the voting pit.

There will be two test votes. First test vote will ask voting delegates to press the No. 1 to vote “Yes” and the second test vote will ask voting delegates to press No. 2 to vote “No.” Traditionally, if there is a problem with the voting unit or smartcard, it is identified during the test votes. If you are approached during the test votes (or at any time) regarding the functionality of the voting unit or smartcard, please ask them to go to the voting pit. Most issues are corrected by receiving a new voting unit or smartcard. If necessary, we can perform a third test vote.

If problems persist for a particular voting delegate, there is a voting declaration form [Attachment] available in the voting pit in order for the voting delegate to register his or her vote on a particular proposal.


If for some reason, the voting units are not working and a manual vote count is necessary, we will need each of you to count the “Yes” votes, “No” votes, and “Abstention”
votes in your designated area. You will receive a copy of the business session seating chart during one of the provisional membership meetings during the Convention. The chart will identify each person’s area of responsibility.

Once the vote counts are tallied for the proposal for each area, committee members will be asked to report numbers to Jim Watson in the voting pit.

5. Window of Reconsideration.

Following the votes on the 18 proposals, President Scott will pause for several minutes for delegates to gather and then President Scott will open the window of reconsideration and additional voting and discussion may occur. If voting delegates leave during the window of reconsideration, he or she must return their voting unit, smartcard and paddle to the voting unit distribution area outside of the business session room. *It is not permissible for a voting delegate to give his or her voting unit to another delegate to vote for them.*

During the window of reconsideration, we ask that all committee members scan the room and ensure no one leaves their voting unit on the tables or gives their voting unit to another delegate.
2017 NCAA Convention
Division II Business Session Declaration Form –
Institutional/Conference Voting Action(s) on Legislative Proposals –
Malfunction of Electronic Voting Unit

Name: ____________________________________________________________
Title: _____________________________________________________________
Institution: _________________________________________________________

Voting Action (Support/Oppose/Abstain)

Proposal No. ________ _____________________________________________
Proposal No. ________ _____________________________________________
Proposal No. ________ _____________________________________________
Proposal No. ________ _____________________________________________
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Proposal No. ________ _____________________________________________
Proposal No. ________ _____________________________________________

I declare that I, the undersigned, am the designated voting delegate for my institution/conference and that
the voting action(s) included herein is true, correct and complete.

________________________________________________________________________
Institutional Signature Date

________________________________________________________________________
NCAA Staff (or designee) Signature Date

NCAA/10_11_2016/SQS:jcw
The NCAA Division II Management Council has authority to review appeals by institutions of decisions by the NCAA Division II Membership Committee involving applications for Division II membership and the status of the institutions in the Division II membership process. The NCAA Division II Management Council Subcommittee has been authorized to hear and act on appeals by appealing institutions. (See NCAA Constitution 4.7.2.) Decisions of the subcommittee are final.

The Management Council has adopted the following procedures to apply to appeals by appealing institutions:

1. In order to appeal a decision by the committee, the appealing institution must submit a written appeal to the national office staff not later than 30 calendar days after the institution received notification of the decision. The appeal shall be submitted by the institution's chancellor or president, faculty athletics representative, director of athletics or senior woman administrator and shall specify the reasons the appealing institution believes the committee erred in a manner that affected the decision of the committee. In particular, in its appeal, the appealing institution shall specify whether (1) the committee improperly applied NCAA legislation or official interpretations, (2) the committee deviated from the committee's approved procedures or (3) the decision of the committee is clearly erroneous.

2. The NCAA national office staff shall provide a copy of the appeal to the committee. If new relevant and significant information directly related to the original findings by the committee is submitted by the appealing institution, the committee shall review the new information inasmuch as the new information may change the committee's decision. If the committee determines that the new information changed the committee's decision, the committee shall notify the appealing institution. If the committee determines that the new information did not change the committee's decision, the appeal shall proceed.

3. In each appealed case, the committee shall submit a written report setting forth the basis for the committee's decision and/or the committee's response to the appeal. The written report of the committee shall be submitted to the subcommittee and the appealing institution within 14 calendar days of the committee's receipt of the appeal.

4. The appealing institution may submit a rebuttal to the committee's written report. The rebuttal, if submitted, shall be submitted to the national office staff within seven calendar days of the appealing institution's receipt of the committee's written report. In its rebuttal, the appealing institution shall only address the specific matters set forth by the committee in the committee's written report.

5. Appealing institutions may request the subcommittee hear the appeal via teleconference. Such requests shall be granted by the subcommittee without having to seek NCAA Division II Administrative Committee approval. If appealing institutions do not request the appeal...
to be heard via teleconference, the subcommittee shall review the appeal on the basis of the written record. Appealing institutions must request the appeal to be heard via teleconference with submission of the appeal.

6. When an appeal is conducted via teleconference, the appealing institution shall be represented by its chancellor or president, faculty athletics representative, director of athletics, senior woman administrator, compliance administrator or legal counsel. The appealing institution may be represented by other involved institutional staff members and student-athletes, as approved by the Administrative Committee or Management Council. Representatives of the committee and the national office staff shall also participate in the appeal.

7. Once all parties participating in the appeal have been introduced, the subcommittee shall call on the institutional representatives and the institutional representatives shall be provided an opportunity to present the institution's position and explain the reasons the institutional representatives believe the committee erred in a matter that affected the decision of the committee. Only three representatives shall be permitted to speak on behalf of the institution during this presentation. The institution's presentation shall not exceed 15 minutes. Next, the representatives of the committee shall present the committee's position and explain the reasons the committee believes the committee did not err in a matter that affected its decision. The committee's presentation shall not exceed 15 minutes. Following the presentations, the subcommittee may ask questions of participants in the hearing. Only the subcommittee shall be permitted to ask questions. Once an appeal has concluded, the representatives of the institution and the representatives of the committee shall leave the teleconference. The national office staff shall remain on the teleconference. The subcommittee shall then deliberate and take whatever time is necessary to make a determination regarding the appeal.

8. Subcommittee members who participated in the committee decision shall not participate in the deliberations regarding the appeal. Additionally, any subcommittee member who has a conflict of interest (see conflict of interest statement in the Management Council Policies and Procedures) shall recuse himself or herself from the review of the appeal. Any actions taken by the subcommittee requires the majority of the subcommittee to be in agreement. All votes may be conducted by voice vote.

9. Upon reaching a decision, the subcommittee shall notify the national office staff of the subcommittee's decision. The national office staff shall then notify the appealing institution and the committee of the decision and provide a written confirmation of the decision. The notification should occur as soon as practical after the decision is reached. Within seven calendar days of the decision, the subcommittee shall provide written correspondence to the appealing institution and the committee identifying the subcommittee's decision and explaining the rationale and reasons in support of the decision.
10. If, in reviewing the appeal, the subcommittee concludes that new information not made available to the committee at the time of the committee's initial decision has been provided and that the information is of such importance, in the judgment of the subcommittee, to make a different result reasonably probable, the case shall be redirected to the committee for further review.

11. The subcommittee shall not alter the decision of the committee unless the subcommittee concludes that the committee erred in its decision in a manner that, in the judgment of the subcommittee, affected the decision of the committee. The finding of such an error shall be based upon a determination that (1) the committee improperly applied NCAA legislation or official interpretations, (2) the committee deviated from its approved procedures or (3) the decision of the committee is clearly erroneous. The subcommittee shall not hear an appeal de novo (i.e., over again, anew or from the beginning).

12. A decision is "clearly erroneous" when the subcommittee, upon reviewing all of the information, is convinced that a mistake or mistakes have been made and that, but for the mistake or mistakes, the committee would not have reached its decision. If the committee's decision is plausible in light of the information reviewed in its entirety, the subcommittee should not reverse the decision on the basis that the decision is "clearly erroneous."

13. For purposes of parliamentary procedure, the subcommittee shall constitute a "board," rather than a "committee," in applying the provisions of Robert's Rules of Order, Newly Revised; therefore, parliamentary procedures shall be those specified for boards by Robert's rules.
## Membership Process Campus Visits

<table>
<thead>
<tr>
<th>Provisional Year One Visits</th>
<th>Date of Visit</th>
<th>Vendor</th>
<th>Committee Member</th>
<th>Staff Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auburn University at Montgomery</td>
<td>February 22-24, 2017</td>
<td>Double L Consulting</td>
<td>Jackson Stava</td>
<td>Chris Brown</td>
</tr>
<tr>
<td>Biola University</td>
<td>March 14-16, 2017</td>
<td>Double L Consulting</td>
<td>TBD</td>
<td>Chris Brown</td>
</tr>
<tr>
<td>Davenport University</td>
<td>February 20-22, 2017</td>
<td>Double L Consulting</td>
<td>TBD</td>
<td>Chelsea Crawford</td>
</tr>
<tr>
<td>Purdue University Northwest</td>
<td>TBD</td>
<td>Double L Consulting</td>
<td>TBD</td>
<td>Angela Tressel</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Provisional Member Visit</th>
<th>Date of Visit</th>
<th>Vendor</th>
<th>Committee Member</th>
<th>Staff Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emmanuel College</td>
<td>October 3-4, 2016</td>
<td>The Compliance Group</td>
<td>Kevin Schriver</td>
<td>Chris Brown</td>
</tr>
<tr>
<td>Spring Hill College</td>
<td>October 25-26, 2016</td>
<td>Double L Consulting</td>
<td>Margaret Poitevint</td>
<td>Angela Tressel</td>
</tr>
</tbody>
</table>
Excerpt From NCAA Division II Membership Process Policies and Procedures

Provisional Year One Visit Roles and Responsibilities.

1. Committee member responsibilities.
   
   Provide the welcome and overview of the visit, including the purpose of the visit, expectations and outcomes. Contribute throughout the visit, sharing knowledge, best practices and insight from your experience on the Membership Committee.

2. Staff member responsibilities.
   
   Serve as a support during the visit, providing educational assistance as questions arise and guidance related to the membership process.

3. Vendor responsibilities.
   
   Conduct an assessment of the institution’s athletics program and gather information to provide a report to the Membership Committee. The vendor drives the conversation following the welcome and overview through the conclusion of the visit.
AGENDA

NCAA Division II Membership Committee
Provisional Year One Campus Visit

Day One

1. Welcome and overview. (9 to 9:30 a.m.) [Required: President or Chancellor, Director of Athletics; Optional: Faculty Athletics Representative, Senior Woman Administrator, Compliance]
   a. Purpose of NCAA Division II Membership Committee visit.
   b. Expectations and outcomes.
   c. Institution's mission.
   d. Goals and purposes of athletics.
   e. President's vision for athletics.

2. Institutional control, monitoring and risk assessment. (9:30 to 10:30 a.m.) [Required: President or Chancellor, Director of Athletics, Faculty Athletics Representative; Optional: Senior Woman Administrator, Compliance, Title IX Coordinator, Chief Legal Counsel]
   a. President's role in athletics.
   b. Athletics administrative structure.
      • Organizational chart.
   c. Role of the faculty athletics representative.
      • Review of job description.
   d. Oversight groups, roles and functions.
   e. Compliance Committee. [Additional: Compliance Committee Members]
      (1) Composition.
      (2) Responsibilities.
   f. Gender-equity overview.
      (1) Participation.
      (2) Scholarships.
(3) Facilities.

(4) Other components.

Break (10:30 to 11 a.m.)

3. Sports program. (11 a.m. to noon) [Required: Director of Athletics, Compliance; Optional: Faculty Athletics Representative, Senior Woman Administrator]
   a. Sports sponsorship.
   b. Participation.
      • Review by sport.
   c. Athletics scholarships/equivalencies.
      (1) Review by sport.
      (2) Unique challenges.
   d. Conference affiliation.
      • Conferences for regular and post-season competition for each sport.
   e. Plans for the future.

Lunch. (Noon to 1 p.m.)

4. Facilities. (1 to 2 p.m.)
   a. Tour.
   b. Plans for the future.

5. Certification of eligibility. (2 to 3 p.m.) [Required: Director of Athletics, Compliance, Faculty Athletics Representative, Admissions, Registrar, Additional Individuals Involved with Certification of Eligibility (e.g., transcript evaluator); Optional: Senior Woman Administrator]
   a. Shared responsibility – involved individuals and roles.
      (1) Titles.
      (2) Reporting lines.
   b. Review of initial eligibility process.
   c. Review of continuing eligibility process.
d. Review of transfer eligibility.

e. Review of amateurism certification process.

6. Financial aid administration. (3 to 4 p.m.) [Required: Director of Athletics, Compliance, Financial Aid, Additional Individuals Involved with Awarding of Financial Aid; Optional: Faculty Athletics Representative, Senior Woman Administrator]

   a. Shared responsibility – involved individuals and roles.
      
      (1) Titles.

      (2) Reporting lines.

   b. Review of initial awards process.

   c. Review of monitoring individual and team limits.

   d. Review of renewal, reduction and cancelation processes.

   e. Review of appeals procedure process.

Break (4 to 4:15 p.m.)

7. Athletics staffing. (4:15 to 5 p.m.) [Required: Director of Athletics, Compliance, Senior Woman Administrator, Minimum of One Coach from a Men’s and Women’s Team, Head Athletic Trainer, Athletics Communications, Marketing, Athletic Business Manager, Business Office Liaison, Development, Equipment and Strength and Conditioning; Optional: Faculty Athletics Representative]

   a. Administrative structure.

   b. Role of the senior woman administrator.

   c. Rules compliance staff.

   d. Coaching staff.

      - Review by sport (full time versus part time, volunteers, graduate assistances).

   e. Athletic training staff.

   f. Sports information.

   g. Marketing and fundraising personnel.

   h. Equipment, facilities and game management.
i. Conditioning and weight room.

j. Plans for the future.

8. Recruiting (5 to 5:30 p.m.)  [Required: Director of Athletics, Compliance; Optional: Faculty Athletics Representative, Senior Woman Administrator]

a. Overview of prospective student-athletes.
   (1) Freshman enrollees.
   (2) Two- and four-year transfers.
   (3) International prospects.
   (4) Unique geographical circumstances.
   (5) Unique recruiting challenges.

b. Certification exam.

c. Monitoring procedures.
   (1) Telephone calls.
   (2) Contacts and evaluations.

d. Permissible recruiters.

e. Documentation.

Day Two

9. Student-athlete well-being. (8 to 9 a.m.)  [Required: Director of Athletics, Compliance, Academic Support, Athletic Trainer; Two to Three Representatives from the Student-Athlete Advisory Committee; Optional: Faculty Athletics Representative, Senior Woman Administrator]

a. Student-athlete handbook.

b. Student-athlete advisory committee.

c. Travel and missed class time policies.

d. Academic support (e.g., tutorial services, study hall, advising).

e. Awards and benefits.

f. Employment.
g. Playing and practice seasons.

h. Exit interviews and student-athlete surveys.

i. Alcohol, drug, tobacco and gambling policies and education.

j. Athletic training procedures, emergency response, team physicians practice and contest coverage.

10. Compliance monitoring. (9 to 9:30 a.m.) [Required: Director of Athletics, Compliance, Optional: Faculty Athletics Representative, Senior Woman Administrator]

   a. Overview of delegation of responsibilities.

   b. Compliance manual and forms.

   c. Monitoring, auditing and review procedures.

      (1) Recruiting.

      (2) Playing and practice seasons.

      (3) Finances and use of funds.

      (4) Camps and clinics.

11. Rules education and interpretations. (9:30 to 10:00 a.m.) [Required: Director of Athletics, Compliance, Optional: Faculty Athletics Representative, Senior Woman Administrator]

   a. Rules education for:

      (1) Coaches.

      (2) Staff with compliance responsibilities.

      (3) Prospective student-athlete.

      (4) Enrolled student-athlete.

      (5) Representatives of athletics interests.

      (6) Retention of materials.

   b. Interpretation procedures and documentation.

   c. New legislation.

      (1) A determination of institutional position for voting.
(2) Dissemination of new legislation that is adopted at the NCAA Convention.

12. Violations, investigations and self-reporting procedures. (10 to 10:30 a.m.) [Required: Director of Athletics, Compliance, Faculty Athletics Representative; Optional: Senior Woman Administrator]
   
   a. Summary of violations reported.
      
      • By sport, by bylaw.
   
   b. Investigation procedures.
   
   c. Violation determination process.
   
   d. Self-reporting process.

13. Athletic department oversight. (10:30 to 11 a.m.) [Required: Director of Athletics, Compliance, Faculty Athletics Representative, Senior Woman Administrator, Members of Compliance Committee, Intercollegiate Athletic Committee]

   a. Roles and responsibilities.
   
   b. Athletic department oversight.

**Break. (11 to 11:15 a.m.)**

14. Wrap up. (11:15 to 11:30 a.m.) [Required: President or Chancellor, Director of Athletics, Compliance, Faculty Athletics Representative, Senior Woman Administrator]

15. Adjournment. (11:30 a.m.)
AGENDA

NCAA Division II Provisional Year One Institution
Campus Visit to Division II Institution

Day One

1. Welcome and introductions.

2. Breakout sessions.
   a. Chancellor and/or president.
      (1) Institutional control – atmosphere of compliance.
      (2) Budgeting.
      (3) Presidential involvement.
   b. Senior woman administrator.
      (1) Gender equity programming and Title IX.
      (2) Role with senior management team.
   c. Faculty athletics representative.
      (1) End-of-season surveys and exit interviews.
      (2) Certification and interaction with registrar’s office.
      (3) Annual meetings with each team.
      (4) Level of involvement.
      (5) Oversight and involvement with chancellor and/or president.
   d. Admissions.*
      (1) Acceptance procedures – first-time freshmen and transfer students.
      (2) Calculation procedures for cumulative transfer grade-point average and credit hours.
      (3) Transcript transposition procedures for transfer students.

*Interdepartmental involvement/attendance (e.g., registrar, financial aid and compliance).
3. Tour facilities.

**Day Two**

4. Breakout sessions.
   a. Registrar.*
      (1) Eligibility certification process for initial, transfer and continuing eligibility.
      (2) Calculation procedures for cumulative transfer grade-point average and credit hours.
      (3) Data entry into Compliance Assistant.
      (4) Method of checking eligibility for current student-athletes.

*Interdepartmental involvement/attendance (e.g., registrar, financial aid, admissions, faculty athletics representative and compliance).

   b. Financial aid.*
      (1) Process for scholarship offers and record keeping prior to awarding.
      (2) Appeal process for students whose scholarship is reduced or not renewed.
      (3) Compliance Assistant: updates to awards, data verification.

*Interdepartmental involvement/attendance (e.g., registrar, faculty athletics representative, admissions and compliance).

   c. Compliance.
      (1) Reporting violations.
      (2) Eligibility certification process for initial, continuing and transfer students.
      (3) Process for scholarship offers and awarding athletics aid.
      (4) Compliance committee.
      (5) Rules education programs (e.g., coaches, boosters, student-athletes and
campus constituents).

(6) Monitoring recruiting.

(7) Monitoring practice and playing seasons.

d. Director of athletics.

(1) Sports sponsorship.

(2) Athletics scholarships/equivalencies.

(3) Conference affiliation.

(4) Administrative structure.

(5) Staffing.

(6) Marketing and fundraising.

(7) Facilities.

(8) Plans for the future.

5. Large group discussion – question and answer session.

6. Adjournment.
NCAA Division II Provisional Year Three
Campus Visit

Issues:

Whether a campus visit to an institution in provisional year three of the membership process is the appropriate measure to determine the institution’s readiness for active Division II membership. If yes, what is the structure of the provisional year three visit?

Details of the Provisional Year Three Visit Shall Include but is Not Limited to:

1. Who conducts and attends the visit: A vendor approved by the NCAA Division II Membership Committee. [Note: The visit does not require a committee or NCAA staff member to attend.]

2. Institutional staff members required to present during the provisional year three visit shall include the following: (1) chancellor or president; (2) director of athletics; (3) faculty athletics representative; (4) senior woman administrator; and (5) compliance administrator.

3. Length of the visit: No longer than one full day.

4. Possible topics for vendor to cover with various institutional staff members:
   a. Institution financials.
      (1) Overall budget.
      (2) Athletics budget.
   b. Institution’s accreditation status.
   c. Annual report.
   d. Athletics scheduling.
      (1) Conference scheduling.
      (2) Sport-sponsorship requirements.
      (3) Championships postseason requirements.
   e. Blueprint follow-up.
   f. Student-athlete well-being.
   g. Gender-equity check-in.
SUPPLEMENT NO. 15

NCAA Bylaw 20.2.3.1 – Division Membership – Failure to Meet Membership Requirements

Issue:

Whether the NCAA Division II Membership Committee should recommend sponsorship of noncontroversial legislation to amend NCAA Bylaw 20.2.3.1 (failure to meet membership requirements) to provide institutions in the membership process that have completed an additional year of the provisional period with more flexibility to remain in the process.

Background:

Prior to the change of Bylaw 20.3.3.1 (failure to meet provisional membership requirements)\(^1\), an institution that failed to meet or maintain the conditions of membership set forth in Bylaw 20.3\(^2\) and its subsections was allowed to repeat additional years of the candidacy or provisional period. At its February 2011 in-person meeting, the Membership Committee recommended sponsorship of noncontroversial legislation to amend Bylaw 20.3.3.1\(^3\), allowing an institution in the membership process to complete an additional year of either the candidacy period or provisional period of the membership process.

Under current legislation, an institution that fails to meet and maintain the conditions set forth in Bylaw 20.2 (Division II membership process) and its subsections may be required to complete an additional year of the provisional period or have its membership terminated, by a two-thirds vote of the Membership Committee members present and voting. However, under Bylaw 20.2.3.1, an institution is only allowed to complete one additional year of the membership process.

Would allowing institutions the opportunity to complete more than one additional year in the membership process be contrary to the strategic membership growth initiative?

Conclusion:

1. The Membership Committee recommends sponsorship of a noncontroversial proposal to amend Bylaw 20.2.3.1 to permit institutions in the membership process to repeat each year of the membership process one time.

2. The Membership Committee recommends sponsorship of a noncontroversial proposal to amend Bylaw 20.2.3.1 to permit institutions in the membership process to repeat no more than two times during the membership process.

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\(^1\) Currently Bylaw 20.2.3.1 – failure to meet membership requirements.

\(^2\) Currently Bylaw 20.2 – Division II membership process.

\(^3\) Currently Bylaw 20.2.3.1 – failure to meet membership requirements.
3. The Membership Committee recommends sponsorship of a noncontroversial proposal to amend Bylaw 20.2.3.1 to permit institutions in the membership process to repeat any year at the discretion of the committee.

4. The Membership Committee does not recommend amending Bylaw 20.2.3.1.

Associated References:

20.2.3.1 Failure to Meet Membership Requirements. An institution in the membership process failing to meet and maintain the conditions set forth in Bylaw 20.2 and its subsections may be required to complete an additional year of the provisional period or have its membership terminated, by a two-thirds vote of the Membership Committee members present and voting. A notice of intention to terminate membership, stating the grounds on which such an action will be based, shall be given in writing to the president or chancellor of the institution in the membership process.

NCAA Division II Proposals

MEMBERSHIP -- DIVISION II MEMBERSHIP PROCESS -- REQUIREMENTS FOR INSTITUTIONS IN THE DIVISION II MEMBERSHIP PROCESS

Convention Year: 2014
Date Submitted: August 20, 2013
Status: Adopted Final
Effective Date: August 1, 2014, for institutions making application to enter the membership process on February 1, 2015, and thereafter.
SPOPL Number: 1
Official Notice Number: 2014-10
Source: NCAA Division II Presidents Council [Management Council (Membership Committee)].
Proposal Category: Presidents Council
Topical Area: Membership

Intent: To modify legislation regarding the Division II membership process, as follows: (1) Eliminate language regarding the candidacy period so that each year of the three-year process is considered the provisional period; (2) Specify that in year one of the provisional period an institution must demonstrate administration of its athletics program in accordance with NCAA legislation regarding full-time enrollment, good academic standing and sports sponsorship; (3) Specify that in years two and three of the provisional period, an institution must demonstrate administration of its athletics program in accordance with the constitution, bylaws and other legislation of the Association; (4) Specify that in year two of the provisional period an institution must complete the NCAA Compliance Blueprint Review; and (5) Specify that select institutional
personnel are required to attend meetings and events throughout the membership process, as specified.

A. **Bylaws:** Amend 20.01.4, as follows:

20.01.4 Division II Membership Process. Institutions seeking to become active members of Division II in all sports must successfully complete the requirements of the Division II membership process. The membership process requires a minimum of three **provisional** years, which includes a minimum of two years in the candidacy period and one year in the provisional period. This process is monitored by the Membership Committee.

B. **Bylaws:** Amend 20.02.5, as follows:

20.02.5 Provisional Membership. A provisional member institution is a four-year college or university or a two-year upper-level collegiate institution accredited by the appropriate regional accrediting agency (see Constitution 3.2.1.1.1 for the accreditation standard for an institution in the NCAA Canadian pilot program) and that has applied for active membership in the Association. The institution shall be elected to provisional membership under the provisions of this article and Constitution 3.6.3. Provisional membership is a prerequisite for active membership and shall last for a minimum of three years (candidacy period is a minimum of two years; provisional period is a minimum of one year). During year one of the membership process, an institution shall administer its athletics programs in accordance with NCAA legislation regarding full-time enrollment, good academic standing and sports sponsorship. During years two and three of the provisional period, an institution shall administer its athletics programs in accordance with the constitution, bylaws and other legislation of the Association. Provisional members shall receive all publications and mailings received by active members in addition to other privileges designated in the constitution and bylaws of the Association. For specific requirements, see Bylaw 20.2.

C. **Bylaws:** Amend 20.2.1, as follows:

20.2.1 Eligibility for Membership in Division II.

20.2.1.1 Types of Institutions. Membership in the candidacy and provisional periods is available to four-year colleges and universities and two-year upper-level collegiate institutions, accredited by the appropriate regional accrediting agency (see Constitution 3.2.1.1.1 for the accreditation standard for an institution in the NCAA Canadian pilot program) and duly elected to the membership process under the provisions of Constitution 3.6.3 and Bylaw 20.2.

[20.2.1.2 unchanged.]
20.2.1.3 Conditions and Obligations of Membership in the Provisional Period of the Membership Process. During year one of the membership process, an institution shall administer its athletics programs in accordance with NCAA legislation regarding full-time enrollment, good academic standing and sports sponsorship. An institution in the second and third years of the provisional period of the membership process shall administer its athletics program in accordance with the constitution, bylaws and other legislation of the Association.

D. Bylaws: Amend 20.2.2, as follows:

20.2.2 Membership Process. Institutions seeking to become active members of Division II in all sports must successfully complete all requirements of the Division II membership process, as specified in Bylaw 20.2.

[20.2.2.1 through 20.2.2.2 unchanged.]

20.2.2.3 Candidacy Provisional Period. Once an institution receives notice that it has been accepted to begin the Division II membership process, the institution shall enter the candidacy provisional period of the membership process on September 1, the beginning of practice in any sport for the fall term or the first day of classes for that fall term, whichever occurs first, following the acceptance of the application. The candidacy provisional period shall be a minimum of two three years. At the completion of the two three-year period, the institution shall receive a determination of its readiness to proceed to the provisional period active membership.

20.2.2.3.1 Assessment Program — Candidacy Period. Institutions are required to complete satisfy the following activities requirements during the candidacy provisional period:

(a) Year One:

(1) A visit paid by the institution to an active member institution’s campus, as selected by the Membership Committee Demonstrated administration of its athletics program in accordance with NCAA legislation regarding full-time enrollment, good academic standing and sports sponsorship;

(2) A comprehensive self-study and evaluation of its intercollegiate athletics program using the Division II Institutional Self-Study Guide (ISSG);

(3) Demonstrated involvement and commitment of the president or chancellor at the institution, as determined by the Membership Committee;

(4) An on-campus assessment conducted by an outside group selected by the Membership Committee. NCAA staff and a representative of the Membership Committee will also
participate to review the readiness of the institution to become an active member, as measured against a Division II active member's athletics program; and

(5) An annual report submitted by June 1, which shall include the following: a completed Institutional Self-Study Guide (ISSG); and an updated athletics department strategic plan. See the Membership Committee's policies and procedures manual for more clarification regarding the content of an annual report;

(6) A visit paid by the institution to an active member institution's campus, as selected by the Membership Committee;

(7) Attendance at an orientation session conducted by the national office staff related to basic Division II operating rules and membership requirements. Institutional representatives required to attend are the chancellor or president, the director of athletics, the senior woman administrator, the faculty athletics representative, a compliance administrator and any additional individual to whom athletics reports;

(8) Attendance at the NCAA Division II Convention Business and Membership Committee Sessions. Institutional representatives required to attend are the chancellor or president, the director of athletics, the senior woman administrator, the faculty athletics representative and a compliance administrator; and

(9) Attendance at the Regional Rules Seminar conducted by the NCAA. Institutional representatives required to attend are the director of athletics, the senior woman administrator, the faculty athletics representative, a compliance administrator and a liaison from financial aid and the registrar's office.

(b) Year Two:

(1) An on-campus assessment conducted by the Membership Committee to review progress Demonstrated administration of its athletics program in accordance with the constitution, bylaws and other legislation of the Association;

(2) Demonstrated involvement and commitment of the president or chancellor at the institution in the membership process, as determined by the Membership Committee; and

(3) An on-campus assessment conducted by an outside group selected by the Membership Committee. The assessment shall include completion of the NCAA Compliance Blueprint Review;

(4) An annual report submitted by June 1, which shall include the following: a completed Institutional Self-Study Guide (ISSG); and an updated athletics department strategic plan. See
(5) **Attendance at the NCAA Division II Convention Business and Membership Committee Sessions.** Institutional representatives required to attend are the chancellor or president, the director of athletics, the senior woman administrator, the faculty athletics representative and a compliance administrator; and

(6) **Attendance at the Regional Rules Seminar conducted by the NCAA.** Institutional representatives required to attend are the director of athletics, the senior woman administrator, the faculty athletics representative, a compliance administrator and a liaison from financial aid and the registrar's office.

(c) **Year Three:**

1. Demonstrated administration of its athletics program in accordance with the constitution, bylaws and other legislation of the Association;

2. Demonstrated involvement and commitment of the president or chancellor at the institution, as determined by the Membership Committee;

3. An on-campus assessment conducted by an outside group selected by the Membership Committee to review the readiness of the institution to become an active member;

4. An annual report submitted by June 1, which shall include an updated athletics department strategic plan. See the Membership Committee’s policies and procedures manual for more clarification regarding the content of an annual report;

5. **Attendance at the NCAA Division II Convention business and Membership Committee sessions.** Institutional representatives required to attend are the chancellor or president, the director of athletics, the senior woman administrator, the faculty athletics representative and a compliance administrator; and

6. **Attendance at the Regional Rules Seminar conducted by the NCAA.** Institutional representatives required to attend are the director of athletics, the senior woman administrator, the faculty athletics representative, a compliance administrator and a liaison from financial aid and the registrar’s office.

(d) **Additional Requirements for Active Membership.** An institution must satisfy the following requirements at least once during the three year membership process:
(1) Attendance at the NCAA Inclusion Forum. Institutional representatives required to attend are the senior woman administrator and a senior level administrator outside of athletics;

(2) Attendance by the faculty athletics representative at the Faculty Athletics Representative Association National Convention; and

(3) Attendance by the senior woman administrator at a professional development event (e.g., NACWAA Convention, Administrative Enhancement Institute, NACDA Convention).

20.2.2.4 Provisional Period. After successful completion of the candidacy period, an institution will be invited to enter the provisional period of the membership process. During the provisional period, an institution's readiness to become an active member institution will continue to be evaluated. The length of the provisional period will vary depending on an institution's readiness to become an active member institution; however, in no event shall the provisional period be less than one year.

20.2.2.4.1 Provisional Period -- Year Three Fee. A nonrefundable fee will be assessed if an institution is invited to year three of provisional membership. The amount of the fee will be determined annually by the Membership Committee, based on a continual analysis of expenses associated with the new member process. Additionally, a check in the appropriate amount for annual dues (see the current annual dues for active members per Constitution 3.7.3) also shall accompany the notice.

[20.2.2.4.2 through 20.2.2.4.3 renumbered as 20.2.2.5 through 20.2.2.6, unchanged.]

20.2.2.4.4 Assessment Program -- Provisional Period. Institutions are required to complete the following educational activities during the provisional period:

(a) Demonstrated administration of its athletics program in accordance with the constitution, bylaws and other legislation of the Association;

(b) Demonstrated involvement and commitment of the president or chancellor at the institution, as determined by the Membership Committee;

(c) An on-campus assessment conducted by an outside group selected by the Membership Committee to review the readiness of the institution to become an active member through the use of a compliance blueprint review and progress since the candidacy period assessment; and

(d) An annual report submitted by June 1, which shall include an update on the Institutional Self-Study Guide (ISSG) action items identified by the institution.
E. Bylaws: Amend 20.2.3, as follows:

20.2.3 Determination of Standing in the Membership Process.

20.2.3.1 Membership Committee Jurisdiction. Decisions made by the Membership Committee in regard to an institution's standing as a **provisional** member in the **candidacy** or **provisional period** of the membership process are final.

20.2.3.1.1 Failure to Meet Membership Requirements. An institution in the membership process failing to meet and maintain the conditions set forth in Bylaw 20.2 and its subsections may be required to complete an additional year of **either the candidacy period or** the provisional period **(but not both)** or have its membership terminated, by a two-thirds vote of the Membership Committee members present and voting. A notice of intention to terminate membership, stating the grounds on which such an action will be based, shall be given in writing to the president or chancellor of the institution in the membership process.

[20.2.3.1.2 unchanged.]

20.2.3.1.2.1 Authority of Management Council. The Management Council shall hear and act on an institution's or conference's appeal of a decision made by the Membership Committee in regard to an institution's or conference's standing as a provisional member **in the candidacy or provisional period**.

20.2.3.2 Termination and Cessation of Rights and Privileges. All rights and privileges of an institution in the membership process shall cease on any termination of membership in the **candidacy** or **provisional period**s. Any institution in the membership process whose membership is terminated may reapply to enter the membership process after a period of one year. [Remainder of 20.2.3 unchanged.]

F. Bylaws: Amend 3.1.1, as follows:

3.1.1 Designation of Division by Active and Provisional Members. Each active member institution and **provisional member** institution in the **candidacy** and **provisional periods of the membership process** shall be designated as a member for certain legislative and competitive purposes.

[Remainder of 3.1.1 unchanged.]

G. Bylaws: Amend 3.4.1.2, as follows:

3.4.1.2 Composition of Conference. All of the members of the conference shall be active members of this Association. A conference with six or more active NCAA members may accept an
institution in the candidacy provision period of the Division II membership process (see Bylaw 20.2.2) into active conference membership.

**H. Bylaws:** Amend 3.4.4.3.1, as follows:

3.4.4.3.1 Exception for Composition of Conference. A conference with six or more active NCAA member institutions may accept an institution in the candidacy provision period of the Division II membership process (see Bylaw 20.2.2) into active conference membership.

**I. Bylaws:** Amend 3.6.1.1, as follows:

3.6.1.1 Types of Institutions. Membership in the candidacy and provisional periods is available to four-year colleges and universities and two-year upper-level collegiate institutions, accredited by the appropriate regional accrediting agency (see Constitution 3.2.1.1.1 for the accreditation standard for an institution in the NCAA Canadian pilot program) and duly elected to the membership process under the provisions of Constitution 3.6.3 and Bylaw 20.2.

**J. Bylaws:** Amend 3.6.2.1, as follows:

3.6.2.1 Publications and Convention Representation. Member institutions in the candidacy and provisional periods shall receive all publications and mailings received by active members of the Association, shall be entitled to be represented by one nonvoting delegate at any Convention of the Association and shall have such other privileges as may be accorded by the bylaws of the Association. A copy of NCAA Champion magazine shall be sent to each member of the NCAA.

**K. Bylaws:** Amend 3.6.3, as follows:

3.6.3 Procedures for Election to the Candidacy and Provisional Periods of the Membership Process.

[Remainder of 3.6.3 unchanged.]

**L. Bylaws:** Amend 3.6.4, as follows:

3.6.4 Conditions and Obligations of Membership. The conditions and obligations applicable to member institutions in the candidacy and provisional periods of the membership process are set forth in Bylaw 20.2.

**M. Bylaws:** Amend 20.01.3, as follows:

20.01.3 Division II Membership Classification. Each active and provisional member institution in the candidacy and provisional periods and each member conference is designated as a member for
certain legislative and competitive purposes. Multidivision classification is permitted under specified circumstances (see Bylaw 20.3).

**Rationale:** The Membership Committee has been reviewing the current Division II membership process since November 2012 and has identified the need to further define the requirements and structure of the process. Requiring institutions to be in compliance with specific Division II legislation in year one of the process and full compliance with Division II legislation by year two of the process aligns better with the current requirements of some Division II conferences that are accepting new institutions. It is also consistent with the Membership Committee's philosophy of accepting those institutions that distinguish themselves as premiere candidates for Division II. Additionally, it is important to provide clearer expectations for institutions in the process by further defining the requirements associated with each year of the process. Lastly, all years in the new process will be referred to as the Division II provisional period and the concept of candidacy status will be eliminated to decrease confusion associated with the different years of the process.

**Co-sponsorship - Conference:**
None

**Co-sponsorship - Institution:**
None

**Position Statement(s):**
None

**Review History:**
Jul 10, 2013: Recommends Approval - Membership Committee
Jul 23, 2013: Approved in Concept - Management Council
Aug 8, 2013: Approved in Concept - Presidents Council
Aug 28, 2013: Approved in Legislative Format - Administrative Committee

**DIVISION MEMBERSHIP -- DIVISION II MEMBERSHIP PROCESS -- DETERMINATION OF PROVISIONAL MEMBERSHIP STANDING -- FAILURE TO MEET PROVISIONAL MEMBERSHIP REQUIREMENTS -- ADDITIONAL YEAR OF CANDIDACY PERIOD OR PROVISIONAL PERIOD**

**Convention Year:** 2012
**Date Submitted:** May 4, 2011
**Status:** Adopted Final
**Effective Date:** Immediate
**Official Notice Number:** NC-2012-13
Source: NCAA Division II Management Council (Membership Committee).
Proposal Category: Noncontroversial
Topical Area: Membership

Intent: To specify that an institution in the membership process may repeat only one year of either the candidacy period or the provisional period, but not both, during the membership process.

Bylaws: Amend 20.3.3.1, as follows:

20.3.3.1 Failure to Meet Provisional Membership Requirements. A provisional member failing to meet and maintain the conditions set forth in Bylaw 20.3 and its subsections may be required to complete an additional year(s) of either the candidacy period or the provisional period (but not both), be placed in corresponding membership or have its membership terminated, by a two-thirds vote of the Membership Committee members present and voting. A notice of intention to terminate membership, stating the grounds on which such an action will be based, shall be given in writing to the president or chancellor of the provisional member institution.

Co-sponsorship - Conference:
None

Co-sponsorship - Institution:
None

Position Statement(s):
None

Review History:
Feb 17, 2011: Recommends Approval - Membership Committee
Apr 12, 2011: Approved in Concept - Management Council
Jul 26, 2011: Approved in Legislative Format - Management Council

Additional Information: Establishing a limit of only one repeat year during the membership process supports the strategic growth of the division. In order to adhere to the current strategic membership growth initiatives, institutions that are not progressing through the membership process should be removed from the process. Committee policy allows no more than eight institutions to be accepted into the membership process annually, with no more than 30 institutions in the process at one time. Institutions in the membership process that are not progressing limit the opportunities for other institutions to enter the process. Current legislation includes an appeal process that provides the Management Council with the authority to hear and act on an institution's appeal of a decision made by the Membership Committee regarding an institution's standing in the membership process.
Pursuant to NCAA Constitution 3.2.1, membership in the NCAA is available to colleges, universities, athletics conferences or associations and other groups that are related to intercollegiate athletics that have acceptable academic standards (e.g., the institution is accredited by one of the six regional accrediting agencies) and that are located in the United States and Canada, its territories or possessions. Such institutions or organizations must accept and observe the principles set forth in the constitution and bylaws of the NCAA.

In accordance with Constitution 3.4.1.3, a conference of at least 10 active member institutions in the same geographical area must successfully complete all requirements of the conference membership process as determined by the NCAA Division II Membership Committee to obtain active conference member status in Division II.

In addition, according to the committee’s policies and procedures for conference membership, a conference must be sponsored by an active Division II conference and shall complete an application signed by the chancellor or president of each member institution and submitted to the NCAA national office not later than December 1, 2016. The application fee of $100,000 ($10,000 per institution within the conference) shall accompany the application.

The committee has the authority to accept or not accept an application to become a Division II member conference.

If the committee does not accept the application to enter the membership process, the $100,000 application fee shall be refunded as determined by the committee.

Conferences are required to complete and submit the application through the NCAA Program Hub. All documents required for the application must be uploaded in PDF format and be bookmarked. Please note the committee will review all documents. The committee is in part guided by the principles noted in the NCAA Division II White Paper on Strategic Membership Growth.

Chris Brown
NCAA Academic and Membership Affairs

OVERNIGHT DELIVERY
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Telephone: 317/917-6222
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In order for a conference’s application to be considered by the NCAA Division II Membership Committee for entrance into the Division II membership, a conference must demonstrate that it meets the following minimum requirements. Ultimately, the committee has the authority to accept or not accept a conference's application to enter Division II even if the conference is meeting the minimum requirements at the time of application.

**Analysis/Feasibility Study**

The conference shall demonstrate that broad-based discussions have occurred regarding membership in Division II including a discussion of the necessary resources and personnel to effectively operate a Division II conference. The conference should consider overall alignment with the Division II philosophy, attributes and the strategic platform. In addition, the conference office shall submit a current budget and any budgets available for subsequent academic years.

**Accredited Four-Year Baccalaureate Degree(s) Granting Institutions**

The conference shall demonstrate that its members are accredited by one of the six regional accrediting agencies and that all institutions have been offering four-year baccalaureate degree(s) for a minimum of one academic year prior to the conference submitting an application to enter the Division II. Conferences with a Canadian institution(s) must indicate whether the Canadian institution(s) have applied to a U.S. regional accrediting agency prior to being considered for acceptance into Division II.

**Strategic Plan for the Conference**

The conference shall provide a clear, detailed strategic plan for its operations including an outline of key goals and priorities, associated timeline, and commitment of financial and personnel resources. The conference must demonstrate the documented approval of the strategic plan by the conference's governance structure and that implementation of the strategic plan will occur.

**Financial Model for the Conference**

The conference shall demonstrate that it administers its office with prudent management and fiscal practices to ensure financial stability including, but not limited to, sufficient operating budgets for the effective operation of conference championships.

**Commitment of Personnel and Current Staff**

At the time of application, a conference shall demonstrate it has the necessary personnel to operate the conference office at the Division II level including, but not limited to:

1. A full-time commissioner whose primary responsibility is overseeing the administration
Minimum Requirements for a Conference to be Considered for Membership in Division II
Page No. 2

of the conference;

2. A full-time administrator, whose primary responsibility is compliance; and

3. A third full-time administrator, whose primary responsibilities are determined by the needs of the conference office (e.g., sports information, championships, marketing)

Sports Sponsorship

The conference shall demonstrate that it is meeting the Division II minimum sports-sponsorship requirements for a conference as outlined in Constitution 3.4.3.3.3 and the three-season requirement as outlined in Constitution 3.4.3.3.3.1 at the time of application. An institution in the conference would have to satisfy the minimum contest and minimum participant requirements in NCAA Bylaw 20.10.3.3 in a given sport in order for that sport to be considered when determining whether the conference has 10 member institutions that sponsor and compete in that sport.

Student-Athlete Advisory Committee

An applicant conference shall demonstrate that it has established at the time of application a plan to develop a student-athlete advisory committee for its member institutions' student-athletes. The conference shall be able to produce bylaws and/or policies and procedures for the duties of the student-athlete advisory committee.

Demonstrated Commitment to Diversity and Inclusion

The conference shall demonstrate a commitment to diversity and inclusion through, but not limited to, designating a diversity officer, maintaining a gender-equity plan and having a core philosophy or mission statement that promotes an inclusive culture and fosters equitable participation for student-athletes and career opportunities for coaches and administrators from diverse backgrounds.

Demonstrated Commitment to the Community

The conference shall demonstrate that it is committed to the Division II Community Engagement Initiative for developing student-athletes and communities by actively engaging in shared experiences. This may be demonstrated through a comprehensive plan in which to conduct community engagement events.

Academic Achievement of Student-Athletes

The conference shall have policies in place that demonstrate a commitment to academics. The conference shall demonstrate a commitment to the academic success of student-athletes at its
member institutions measured by the graduation rate of the student-athletes in each sport being equal to or greater than that of the general student body.

**Demonstrated Commitment to Sportsmanship**

Commitment to sportsmanship may be demonstrated through the strategic plan through defined goals.

**Application and Review Procedures**

An applicant conference must fully complete the 2017 application for Division II membership and the application must be submitted to the NCAA national office through the NCAA program hub not later than December 1, 2016, in order to be reviewed by the committee for consideration to enter the membership process. The application must be signed by the chancellor or president of each institution within the conference.

The committee shall review and consider all applications received by the December 1, 2016, deadline. Please note the committee will review all documents submitted and assess the development of policies and procedures for Division II membership.

The committee shall forward to the NCAA Division II Management Council those conferences the committee approved to enter the membership process. The Management Council shall review the information during its July meeting.

Within five business days following the July or February committee meeting, the national office will officially publicize those institutions that have been approved for acceptance into the Division II membership process.

**Appeals of the Committee's Decisions**

All appeals of the committee's decision regarding a conference's acceptance to the Division II membership process shall be filed within 30 calendar days following the notice of the committee's decision.

New information identified by the institution after the initial decision of the committee will necessitate additional review by the committee and may delay the process.

Appeals of the committee's decision shall be heard by the NCAA Division II Management Council Subcommittee. Decisions of the Management Council Subcommittee are final.

**Contacting Committee Members**

All communication regarding an application to enter the membership process must be directed to Katie Willett at the national office or the chair of the committee. Individuals should not contact
other members of the committee regarding the conference's application for entrance into the membership process. Such contact may cause that committee member to recuse him or herself from consideration of the application.

**Mandatory Meeting Attendance**

Conferences accepted to enter the membership process are required to send the conference commissioner and compliance administrator to all mandatory meetings in the year immediately following the submission of the application. During the 2017-18 academic year, the meetings include but are not limited to:

1. An orientation meeting held at the NCAA national office in fall 2017;

2. Visit to an active Division II member conference selected by the Membership Committee; and

3. NCAA Division II Convention business session and Membership Committee session, January 2018;

Absent a waiver from the committee, failure to attend mandatory meetings in the year following the submission of application may prevent an institution from progressing to active conference status. Please review the committee's policies and procedures for a full list of requirements conferences must satisfy during application period.
Membership Process. A conference seeking membership in Division II must successfully complete all requirements of the membership process as specified below to be considered for active conference status in Division II.

Administrative Requirements for Application.

1. **Deadline for Submission of Application.** An applicant conference shall complete an application, signed by the chancellor or president of each conference member institution, and received in the NCAA national office not later than December 1 for conferences seeking to begin the membership process in the following academic year.

2. **Required Documentation with the Application.** In its application, the conference shall submit the following:
   
   a. Statement explaining why the conference seeks to join Division II;
   
   b. Demonstrated administration of the conference in accordance with NCAA and Division II legislation;
   
   c. Conference philosophy, mission statement and strategic plan;
   
   d. Conference constitution and bylaws as they related to the governance of the athletics program in Division II;
   
   e. A complete organizational chart;
   
   f. A financial plan detailing the operational budget for the conference office;
   
   g. Conference compliance manual for Division II membership;
   
   h. Conference championship operations manual;
   
   i. Process for automatic qualification in applicable sports;
   
   j. Copy of the conference governance structure;
   
   k. A student-athlete advisory committee development plan, or current handbook if a student-athlete advisory committee is in existence;
   
   l. Job descriptions of the commissioner, compliance administrator and senior woman administrator designation;
m. A plan detailing the organization and operation of officials; and

n. Copy of the conference’s three-to-five-year budget.

3. **Application Fee.** A refundable application fee shall accompany the application form. The amount of the fee will be determined annually by the NCAA Division II Membership Committee based on a continual analysis of expenses associated with the membership process. An applicant conference that is not selected to enter the membership process shall receive a refund of the application fee on a prorated basis as determined by the Membership Committee.

4. **Membership Committee Authority.** The Membership Committee has the authority to accept or not accept a conference’s application to enter the membership process.

5. **Class Size Limitation.** Applicant conferences are subject to any annual limit on the number of conferences that may be selected to begin the membership process, as established by the NCAA Division II Management Council on recommendation by the Membership Committee.

**Provisional Period.** Once a conference receives notice that it has been accepted to begin the Division II membership process, the conference shall enter the provisional period September 1. The provisional period shall be a minimum of one year. The Membership Committee will annually assess the progress of the conference in the provisional period and determine the conference’s readiness for Division II active membership. At the completion of the one-year period, the conference shall receive a determination of its readiness to proceed to active membership. Please note that for purposes of automatic qualification to NCAA championships, the provisional year counts toward the five-year period.

Conferences are required to satisfy the following requirements during the provisional period:

1. Demonstrated administration of the conference in accordance with NCAA and Division II legislation;

2. Demonstrated involvement and commitment of the chancellors or presidents at the member institutions, as determined by the Membership Committee;

3. An annual report submitted by June 1, which shall include an updated conference office strategic plan;

4. Attendance at the NCAA Division II Convention business session and Membership Committee session. Conference representatives required to attend are the commissioner, the senior woman administrator and the compliance administrator;
5. An orientation meeting held at the NCAA national office; and

6. Visit to an active Division II member conference selected by the Membership Committee.

**Determination of Standing in the Membership Process.**

1. **Failure to Meet Membership Requirements.** A conference failing to meet and maintain the conditions set forth in these policies and procedures may be required to repeat the provisional year or have their status in the membership process terminated by a two-thirds vote of the Membership Committee members present and voting. A notice of the intention to terminate status in the membership process, stating the grounds on which such an action will be based, shall be given in writing to the chancellors or presidents of the conference.

2. **Waiver of Membership Process Requirements.** An applicant conference may file a waiver to the Membership Committee for failure to meet the requirements of the membership process due to circumstances beyond the control of the conference.

3. **Authority of Management Council.** The Management Council shall hear and act on a conference’s appeal of a decision made by the Membership Committee in regard to the conference’s standing in the membership process.

4. **Termination and Cessation of Rights and Privileges.** All rights and privileges of a conference shall cease upon termination of membership in the provisional period. Any conference in the membership process whose membership is terminated may reapply to enter the membership process after a period of one year.
NCAA Constitution 6.3.1.2 – Institutional Control –
Division II Institutional Self-Study Guide Penalty Structure

Issue:

Whether the NCAA Division II Membership Committee should define what constitutes a completed NCAA Division II Institutional Self-Study Guide.

Background:

Under current legislation, an institution that fails to complete the ISSG within the five-year time period is placed on probation for one year pursuant to NCAA Bylaw 20.02.4 (restricted-membership status -- institution providing erroneous information during membership process). When placed on probation, the institution becomes ineligible to receive NCAA Division II Enhancement Fund proceeds and must submit an ISSG during their probationary year. Furthermore, failure to complete the ISSG during the probationary year will result in the institution being placed in restricted membership status pursuant to Bylaw 20.02.6 (restricted membership). When placed on restricted status the institution is ineligible to receive Division II Enhancement Fund proceeds and ineligible for NCAA championships competition in all sports.

Should the penalty in Constitution 6.3.1.2 (failure to complete self-study report) be applied consistently regardless of extenuating circumstances noted by an institution (e.g., failure to complete ISSG questions versus only failing to submit the signature page)?

Options for Possible Definitions of a Completed Self-Study Guide:

Option No. 1: Institution’s completion and submission of both the self-study guide questions and signature page by 5 p.m. Eastern time June 1 constitutes a completed self-study guide.

Option No. 2: Institution’s completion of the self-study guide questions by 5 p.m. Eastern time June 1 constitutes a completed self-study guide, provided the signature page is submitted within a reasonable time after the June 1 deadline.

Conclusion:

1. The Membership Committee recommends defining what constitutes a completed self-study guide within the Membership Committee’s policies and procedures.

2. The Membership Committee recommends continuing to review situations where institutions fail to complete the self-study guide on a case-by-case basis.

Associated References:

Division II Constitution

6.3.1.2 Failure to Complete Self-Study Report. Institutions failing to complete the self-study report within the five-year time period shall be placed on probation for one year pursuant to Bylaw
20.02.4 and shall not be eligible to receive Division II Enhancement Funds proceeds. An institution that fails to complete the self-study report during the probationary year shall be fined $1,000, placed on restricted membership status pursuant to Bylaw 20.02.6, shall not be eligible to receive Division II Enhancement Funds proceeds and shall not be eligible for NCAA championships competition in all sports. In order for an institution to be removed from probation or restricted membership status, the institution must supply the Membership Committee with a complete self-study report including the institution's action plan. The Membership Committee may remove an institution from probation or restricted membership status by a two-thirds vote of the Membership Committee members present and voting. A notice of any action taken by the Membership Committee shall be given in writing to the president or chancellor of an institution.

**Relevant Interpretation**

**Institutional Control - Self Study and Evaluation - Failure to Complete (II)**

**Division:** II  
**Date Issued:** January 07, 2006  
**Date Published:** January 07, 2006  
**Item Ref:** 12

**Educational Column:**

**Question:** What is considered a “failure to complete” the Institutional Self-Study Guide (ISSG)? Is this proposal focusing on receiving the report late or just focusing on the total failure to complete the report?

**Answer:** The intent of this proposal is to address a “failure to complete” the document within the legislated timeframe. Please note that it is possible for an institution to request an extension to the time available through current Division II Constitution 6.3.1.2 (extension).

**Question:** Will there be an appeals process for the institution after they have been placed on probation?

**Answer:** An appeals process for noncompliance with membership issues is already established through current Bylaw 20.3.5 (noncompliance and waivers of division criteria).

**Question:** What are the actual ramifications of being placed on restricted status?

**Answer:** Restricted status is defined under current Bylaw 20.02.4 (restricted membership).
NCAA Division II Proposal

INSTITUTIONAL CONTROL -- SELF-STUDY AND EVALUATION -- FAILURE TO COMPLETE

Convention Year: 2006
Date Submitted: April 22, 2005
Status: Adopted Final
Effective Date: Immediate
SPOPL Number: 1
Official Notice Number: 2006-17
Source: NCAA Division II Presidents Council [Management Council (Membership Committee)].
Proposal Category: Presidents Council
Topical Area: Institutional Control

Intent: To specify that an institution that fails to complete the self-study report within the five-year time period shall be placed on probation and forfeit enhancement funds; further, to specify that institutions that fail to complete the self-study report during the probationary year shall be subject to a $1,000 fine, forfeit enhancement funds, not eligible for NCAA championships and placed on restricted membership status.

Bylaws: Amend 6.3.1 by adding new 6.3.1.1, page 54, as follows:

[Roll Call]

"6.3.1 Self-Study Report. Institutions shall conduct a comprehensive self-study and evaluation of their intercollegiate athletics programs at least once every five years, using the Institutional Self-Study Guide (ISSG). The report of the self-study and supporting documentation shall be available for examination on request by an authorized representative of the Association. Subjects covered by the self-study shall include:

[6.3.1-(a) through 6.3.1-(i) unchanged.]

"6.3.1.1 Failure to Complete Self-Study Report. Institutions failing to complete the self-study report within the five-year time period shall be placed on probation for one year pursuant to Bylaw 20.3.5.1.2 and shall not be eligible to receive Division II Enhancement Funds proceeds. An institution that fails to complete the self-study report during the probationary year shall be fined $1,000, placed on restricted membership status pursuant to Bylaw 20.3.5.1.2.2, shall not be eligible to receive Division II Enhancement Funds proceeds and shall not be eligible for NCAA championships competition in all sports. In order for an institution to be removed from probation or restricted membership status, the institution must supply the Membership Committee with a complete self-study report including the institution's action plan. The Membership Committee may remove an institution from probation or
restricted membership status by a two-thirds vote of the Membership Committee members present and voting. A notice of any action taken by the Membership Committee shall be given in writing to the chief executive officer of an institution."

[6.3.1.1 renumbered as 6.3.1.2 unchanged.]

**Rationale:** Currently, the NCAA Constitution requires an institution to conduct a comprehensive self-study and evaluation of its intercollegiate athletics program at least once every five years. During the last two years, over 30 institutions have failed to complete its self-study report within the five-year requirement. The self-study report is a vital component of membership and was established to assist an institution with institutional control issues. Currently, there is not a legislative penalty structure to address an institution's failure to conduct and complete the self-study report within the five-year requirements. This proposal places an institution on probation for failure to complete the self-study report for one year and the institution is not eligible to receive Division II Enhancement Funds. In addition, if the institution fails to complete the ISSG during the probationary period, this proposal establishes a fine of $1,000 and places an institution on restricted membership status.

**Co-sponsorship - Conference:**
None

**Co-sponsorship - Institution:**
None

**Additional Information:** Report of the NCAA Division II Membership Committee, item 1-a, February 2005.
NCAA Constitution 3.3.1.1 – Active Membership – Eligibility Requirements – Types of Institutions

Issue:

Whether the NCAA Division II Membership Committee should develop a strategy to track and communicate information regarding accreditation issues impacting active Division II institutions.

Background and Analysis:

Currently, there is no structure in place for active Division II institutions impacted by regional accreditation issues to report such issues to the NCAA staff. Information regarding an institution’s accreditation issues is often communicated at a time when the institution faces potential and/or significant consequences from its regional accrediting agency.

During the fall 2016 term, the Division II staff became aware of potentially significant regional accreditation issues impacting three active Division II institutions. When staff becomes aware of such issues, appropriate guidance regarding NCAA Constitution 3.3.3.2 (accreditation) is provided. Staff is asking for guidance regarding the appropriate approach to apply when tracking and communicating accreditation issues impacting active Division II institutions.

Questions to Consider:

1. How should active Division II institutions facing potential and/or significant regional accreditation issues communicate with and report to the NCAA staff?

2. What guidance should the NCAA staff provide to active Division II institutions regarding best practices when accreditation issues may be impacting their institution?

3. What accreditation issues rise to the level that it must be communicated and reported to the NCAA staff?

4. Is there a timeframe by which an institution should communicate potential accreditation issues with the NCAA staff (e.g., immediately following the institution’s notice from its regional accrediting agency)?

5. Are there any unintended consequences of communicating and/or reporting such action?

Conclusions:

1. The Membership Committee recommends the development of a best practices document to track regional accreditation issues.

2. The Membership Committee does not recommend any changes at this time.
**Associated References:**

*Division II Bylaws*

**3.3 Active Membership**

**3.3.1 Eligibility Requirements.**

**3.3.1.1 Types of Institutions.** Active membership is available to four-year colleges and universities and two-year upper-level collegiate institutions, accredited by the appropriate regional accrediting agency and pursuant to Board of Governors policy and duly elected to active membership under the provisions of Constitution 3.3.3. *(Revised: 9/25/12, 1/26/15)*

CONSTITUTION, ARTICLE 3

NCAA Membership

3.2 Eligibility for Membership.

3.2.1 General. Membership is available to colleges, universities, athletics conferences or associations and other groups that are related to intercollegiate athletics; that have acceptable academic standards (as defined in Constitution 3.3.3.2); and that are located in Canada and the United States, its territories or possessions. Such institutions or organizations must accept and observe the principles set forth in the constitution and bylaws of the Association. (Revised: 1/14/08)

3.2.1.1 Membership of Canadian Institutions -- 10-Year Pilot Program. Canadian institutions invited to enter a 10-year pilot program to explore Division II membership must accept or observe the pilot program's policies and procedures as developed and approved by the Board of Governors, in addition to the principles set forth in the constitution and bylaws of the Association. (Adopted: 1/14/08, Revised: 2/5/08, 1/26/15)

3.2.1.1.1 Accreditation Standard for Canadian Institutions. An institution in the NCAA Canadian pilot program must satisfy the Association’s requirement of acceptable academic standards to be elected to and maintain active membership in the Association by meeting one of the following standards: (Adopted: 10/16/12, Revised: 5/8/14)

(a) The institution is accredited by one of the six U.S. regional accrediting agencies*; or

(b) The institution is a candidate for accreditation with one of the six U.S. regional accrediting agencies* and is in good standing with its country’s national, regional or provincial accreditation agency. *Middle States Association of Colleges and Secondary Schools, New England Association of Schools and Colleges, The Higher Learning Commission, Northwest Commission on Colleges and Universities, Southern Association of Colleges and Schools Commission on Colleges, and Western Association of Schools and Colleges.

3.2.2 Athletics Consortiums. The Management Council, by a two-thirds majority of its members present and voting, may approve an athletics consortium involving a member institution and neighboring member or nonmember institutions, but not more than one nonmember institution, to permit the student-athletes of the combined institutions to compete on the member institution’s intercollegiate athletics teams, provided the student-athletes satisfy the eligibility requirements of the member institution and the NCAA. The Management Council shall develop and publish appropriate criteria to be applied to such consortiums. (Revised: 7/20/10)

3.2.2.1 General Policy. In general, a consortium shall be approved on the basis of existing academic considerations with the understanding that there shall be no change in the basic recruitment, enrollment or financial aid policies of the involved institutions as a result of such approval. (Revised: 7/20/10)

3.2.2.2 Combining Entire Athletics Programs. The institutions shall combine their entire athletics programs, and the consortium shall not be formed on a sport-by-sport basis. (Revised: 7/20/10)

3.2.2.3 Conference Approval. An institution that belongs to an NCAA member conference first shall receive approval of its conference before instituting a consortium for its intercollegiate athletics program. If more than one institution holds such conference membership, all such conferences shall approve the consortium. (Revised: 7/20/10)

3.2.2.4 Eligibility Requirements for Student-Athletes. Participating student-athletes shall meet all eligibility requirements of the member institution(s), the athletics conference(s) involved and the NCAA. The member institution(s) shall certify the eligibility of all student-athletes under those rules. (Revised: 7/20/10)
3.2.2.5 Financial Assistance to Student-Athletes. Within a consortium: (Revised: 7/20/10)

(a) Each institution shall be responsible for the financial assistance awarded to its student-athletes. The financial arrangement between or among the institutions for the exchange of funds to cover the academic costs of student-athletes who take part in the exchange program shall apply to student-athletes in the same manner as it applies to those students not participating in the intercollegiate athletics program;

(b) One institution may not provide a scholarship or any other form of financial aid to a student-athlete enrolled in another institution or transmit a scholarship or grant-in-aid to another institution to be used by one or more of its student-athletes; and

(c) Financial aid limitations as set forth in Bylaw 15 shall be applicable to the consortium as one entity and shall include all countable student-athletes, regardless of the institution in which they are enrolled.

3.2.2.6 Length of Approval. NCAA approval shall be for a four-academic-year period, at the end of which the institutions shall submit a report on the program setting forth its effect upon their academic and athletics operations. (Revised: 8/4/89, 7/20/10)

3.2.2.7 NCAA Division Membership. The institutions may be members of different NCAA divisions but shall select one division for legislative and competitive purposes. (Revised: 7/20/10)

3.2.2.8 NCAA Member Involvement. At least one of the institutions shall be a member of the NCAA, and not more than one nonmember institution shall be included. (Revised: 7/20/10)

3.2.2.9 NCAA Membership Application. The institutions shall apply for NCAA membership as a consortium and shall be considered as one member of the Association, with their combined names included on official NCAA membership records. (Revised: 7/20/10)

3.2.2.10 Prior Academic Consortium Relationship. The institutions shall have had a prior academic consortium relationship. (Revised: 7/20/10)

3.2.2.11 Recruitment. It is permissible for one institution to recruit prospective student-athletes with a view to their possible enrollment at another institution in the consortium, provided the individuals qualify for admission to that institution and the athletics interests of the member institution are not involved, directly or indirectly, in influencing the admission or award of financial assistance. (Revised: 7/20/10)
Issue:

Whether the NCAA Division II Membership Committee should develop a strategy for tracking Division II institutions to confirm their status as being a part of an athletics consortium defined by NCAA Division II Constitution 3.02.3.1.1 (athletics consortium).

Background and Analysis:

Division II institutions are required to fill out the sport-sponsorship and demographics form annually by August 1. At the beginning of the 2016-17 academic year, results of the sport-sponsorship and demographics form concluded that 20 NCAA institutions across all three divisions confirmed their status as being part of an athletics consortium. Results further specified that the following six Division II active institutions confirmed their status as being part of an athletics consortium:

1. American International College;
2. Ashland University;
3. Eckerd College;
4. Paine College;
5. University of Minnesota, Crookston; and

Questions to Consider:

1. Should active Division II institutions confirm their status as part of an athletics consortium to the Membership Committee?
2. What is the appropriate process to implement following the potential collection of information from Division II institutions?
3. Are there any unintended consequences of such action?

Conclusions:

1. The Membership Committee recommends that staff develop a process to track and communicate information through the Division II governance structure following an
institution’s confirmation of their athletics consortium status as defined in Constitution 3.02.1.1.

2. The Membership Committee **recommends** sponsorship of 2018 NCAA Convention legislation to amend Constitution 3.2.2.6 to require the reporting athletics consortiums status to the Membership Committee.

3. The Membership Committee **does not recommend** any changes at this time.

**Associated References:**

*Division II Bylaws*

**3.02.3.1.1 - Athletics Consortium.** An athletics consortium consists of one member institution and neighboring member or nonmember institutions (but not more than one nonmember institution), recognized and approved by a two-thirds vote of the Management Council. The student-athletes of the combined institutions are permitted to compete on the NCAA member institution's athletics teams, provided they meet the eligibility requirements of the NCAA and the member institution (see Constitution 3.2.2).

**3.2.2.1 General Policy.** In general, a consortium shall be approved on the basis of existing academic considerations with the understanding that there shall be no change in the basic recruitment, enrollment or financial aid policies of the involved institutions as a result of such approval. *(Revised: 7/20/10)*

**3.2.2.2 Combining Entire Athletics Programs.** The institutions shall combine their entire athletics programs, and the consortium shall not be formed on a sport-by-sport basis. *(Revised: 7/20/10)*

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student-athletes in the same manner as it applies to those students not participating in the intercollegiate athletics program;

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3.2.2.10 Prior Academic Consortium Relationship. The institutions shall have had a prior academic consortium relationship. *(Revised: 7/20/10)*

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Background:

In July 2013, the NCAA Division II Membership Committee approved a request for a Regional Compliance Seminar that was submitted by the conferences located in the East Region. Following a successful seminar, the committee supported the continuation of a pilot program for Regional Compliance Seminars during the 2014-15 academic year. Two Regional Compliance Seminars were conducted during the 2014-15 academic year, one in the Southeast region and one in the West region. The feedback from both was positive and consistent with feedback received from the seminar conducted in the East region in 2013-14.

In July 2015, the Membership Committee agreed to support the continuation of the Regional Compliance Seminar model for the 2015-16 academic year to provide an opportunity for those regions that had not yet been able to participate and to further adopt a new format for the program in subsequent years. The committee further agreed that, starting with the 2016-17 academic year, all eight regions would have the opportunity for education through either the two NCAA Regional Rules Seminars or through a Regional Compliance Seminar in those regions where a Regional Rules Seminar would not be taking place. The committee noted that this model ensured the most availability of educational opportunities for the membership.

[Note: A conference is assigned to a region based on NCAA Division II championship policy regarding conference regional assignments for automatic qualification and postseason competition.]

Purpose of Regional Compliance Seminars:

In an effort to serve the Division II membership, the NCAA academic and membership affairs staff assists with the development and implementation of Regional Compliance Seminars to provide participants with greater access to educational opportunities at the local level so that a larger audience can be reached without institutions expending significant resources. Regional Compliance Seminars provide the NCAA staff with an opportunity to engage campus administrators whose primary responsibilities are not in compliance (e.g., coaches, registrars, financial aid, admissions) through regional education rather than through the traditional Regional Rules Seminars format. Regional Compliance Seminars are designed to be educational forums that provide interactive programing and training on NCAA legislation, athletics compliance topics and associated governance initiatives. The one-day seminars provide specialized learning and professional development opportunities for athletics administrators, coaches and representatives from the offices of financial aid, registrar and admissions at a location in the selected region.

Rules Education Model for the 2016-17 Academic Year:

During the 2016-17 academic year, six regions will have an opportunity to host a Regional Compliance Seminar and Division II will continue to provide rules education at the two Regional...
Rules Seminar sites. The regions in which a Regional Rules Seminar city is located must count that seminar as a Regional Compliance Seminar for that academic year.

Rules Education Schedule for the 2016-17 Academic Year

<table>
<thead>
<tr>
<th>Dates</th>
<th>Regions</th>
<th>Seminar Locations</th>
<th>Seminar Type</th>
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<tbody>
<tr>
<td>October 12-13, 2016</td>
<td>Southeast</td>
<td>Charlotte, North Carolina</td>
<td>Regional Compliance Seminar</td>
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<tr>
<td>October 19-20, 2016</td>
<td>South Central</td>
<td>Dallas, Texas</td>
<td>Regional Compliance Seminar</td>
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<td>November 15-16, 2016</td>
<td>South</td>
<td>Birmingham, Alabama</td>
<td>Regional Compliance Seminar</td>
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<td>March 21-22, 2017</td>
<td>Atlantic</td>
<td>Harrisonburg, Virginia</td>
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<td>East</td>
<td>Trumball, Connecticut</td>
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<td>April 18-19, 2017</td>
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<td>May 15-17, 2017</td>
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<td>Indianapolis, Indiana*</td>
<td>Regional Rules Seminar</td>
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<td>June 5-7, 2017</td>
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<td>San Diego, California</td>
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</tbody>
</table>

*NCAA staff anticipates that NCAA Regional Rules Seminars will be located in Indianapolis, Indiana, every two years beginning with the 2016-17 academic year.

Key Points and Best Practices to Consider:

- A Regional Compliance Seminar is a one-day rules education and professional development seminar for athletics administrators, coaches and representatives from the offices of financial aid, registrar and admissions at a location in the selected region.
  - Most regions host a half-day in the afternoon on day one and a half-day in the morning on day two.
- It is recommended that a minimum of 85 attendees and at least one representative from each institution affiliated with the host conferences attend the seminar.
  - Attendance at a Regional Compliance Seminar alleviates the need for individuals to attend a Regional Rules Seminar.
- Each region has the flexibility to allow conferences hosting a Regional Compliance Seminar to reserve space for representatives from institutions outside of the region to
participate in those instances where it is economically more feasible for the institutions to attend a seminar located outside of its designated region.

- NCAA staff will develop the educational programming and serve as lead facilitators at a Regional Compliance Seminar.
  - The NCAA will pay the expenses for the NCAA staff to attend the event.

- The conferences in the respective regions must work together to finalize the logistics of hosting a Regional Compliance Seminar.
  - Areas of focus include, but are not limited to, the following: budget; and selection of dates, location, lodging, education topics, registration, meals and/or a reception.
  - The region may charge a registration fee to attendees to help offset expenses.
  - While a Regional Compliance Seminar can be hosted at a hotel or in a convention space, regions should consider hosting a seminar on an institution’s campus for potential reduced costs associated with meeting space, audio visual/technology and food/beverage.
  - The region may secure a sponsor to offset seminar costs (e.g., reception; meals).

- Conference office personnel (e.g., commissioner, conference compliance administrator) shall facilitate a minimum of one session during a Regional Compliance Seminar.
  - The region could elect to have a break-out(s) session by conference and/or facilitate a joint session focusing on issues that impact the region.

- Beginning with the 2016-17 academic year, the academic and membership affairs staff will only be available to attend in-person conference meetings at the 2017 Convention.
  - The academic and membership affairs staff will not attend any in-person conference meetings regardless if the conference’s region elects not to host a Regional Compliance Seminar.
  - The academic and membership affairs staff will be available to participate in conference meetings via teleconference and/or videoconference, if available.

- The Membership Committee reserves the right to cancel a Regional Compliance Seminar due to insufficient progress and/or incomplete planning.
AGENDA

National Collegiate Athletic Association
Southeast Region Compliance Seminar

The Sports Complex at Marion Diehl Park
Campus of Queens University of Charlotte
Charlotte, North Carolina

October 12 - 13, 2016

Wednesday, October 12, 2016

Seminar Pre-sessions (Optional)
Seminar pre-sessions are intended to be optional to seminar participants. Attendance at one or both pre-sessions is welcome.

Pre-Session #1
10:30 – 11:15 a.m. – National Association for Athletics Compliance (NAAC) and NCAA Foundation for the Future Educational Initiatives
This session will highlight new and continuing educational efforts featured by NAAC and the Division II academic and membership affairs staff. With support from the Division II Foundation for the Future initiative, representatives from NAAC will introduce their newly developed online compliance education program. NCAA staff will also outline plans regarding the development of an online coaches’ education program specific to Division II for future implementation.

Pre-Session #2
11:30 a.m. – 12:15 p.m. – Sports Sponsorship: Taking a Closer Look at NCAA Bylaws 17 and 20
What you need to know about sports sponsorship and the interplay of NCAA Bylaw 17, Bylaw 20 and championship selection criteria. Participants will discuss the differences in countable contests when it comes to Bylaws 17 and 20 and what you need to know to ensure your teams are eligible for championships selection.

Noon - 1 p.m. – Registration

1 p.m. – Start - Welcome, Announcements, and Opening Remarks
The seminar sessions outlined below are intended for participants to stay for the entirety of the programming.

Crowdfunding
A student-athlete just informed you that they have set up a crowdfunding page, what do you do? Have no fear, in this session, participants will have the opportunity to engage in interactive case studies to assist the participants in gaining a working knowledge of the crowdfunding legislation.
**Awards and Benefits**
This interactive session explores the awards and benefits legislation to assist campus and conference administrators navigate through challenging scenarios involving awards, benefits, and expenses provided to enrolled student-athletes. Participants will review fundamentals to advanced issues and learn how to effectively analyze and apply the legislation.

**Break**

**Eligibility**
During this session, NCAA staff will provide a traditional overview of the new Division II progress-toward-degree rules effective in August 2016 and the four-year college transfer rules. Thereafter, participants will apply and analyze the legislation by working through real-life progress-toward-degree and transfer certification scenarios (e.g., nuances of the annual credit-hour requirements; competition in year of transfer). Participants are highly encouraged to review the Division II Path to Graduation Education Toolkit and watch the webisodes for a primer on the rules before arriving at the seminar ([http://www.ncaa.org/division-ii-path-graduation](http://www.ncaa.org/division-ii-path-graduation)).

**Break**

**Investigating and Reporting a Violation**
Ever worry that a violation has occurred? Or that you do not have a strong process in place to investigate? This session will assist participants in understanding how to properly investigate and report violations as well as develop effective policies and procedures to do so.

**Social Gathering (Immediately following Day 1 of the seminar)**
Thursday, October 13, 2016

8 a.m.  
Financial Aid – Current Legislation and Case Studies  
Financial aid can cause anxiety for administrators and student-athletes alike. This session will provide an overview of current financial aid legislation, answers to frequently-asked membership questions and an opportunity to apply the legislation through case studies. This session will also include an opportunity to engage in a discussion about best practices between compliance, financial aid and other administrators involved in the process.

Convention Legislation  
This session will provide participants with the opportunity to engage in interactive discussion about proposed legislation that will be voted on at the 2017 NCAA Convention. The session will focus on increasing the participants’ familiarity with the proposals and providing the opportunity to discuss the pros and cons of adopting certain pieces of legislation.

Break

PODS (25 mins each – 2 rounds) *three to four going on simultaneously.  
Pod #1: New LSDBi Training  
During this session, participants will learn to navigate the new LSDBi by participating in a series of online scavenger hunts. Participants will be introduced to the features and functions of the new database and will increase their prowess at successfully using the system to find information. The session will focus on searching legislation, interpretations and proposals.

Pod #2-4: Regional Specific Topics  
Additional pod topics will be developed and administered by representatives from each conference office hosting the seminar. Participants will have the opportunity to attend a total of two pod sessions that best align with their area of interest and/or expertise.

Noon - Seminar Wrap-Up

12:15 – 1 p.m. – Conference Office (Optional) Meetings  
Conference office personnel will have the opportunity to conduct a conference meeting at the conclusion of the seminar with participants from their respective membership. Details regarding implementation of this optional meeting may be provided by each conference office.
I. Background and Overview

The NCAA Division II Educational Strategic Plan was developed in order for all educational programs, resources and initiatives to be built on the unique expertise of Division II and its members. Division II has unique expertise and leverage derived from the NCAA staff and membership and it cannot be replicated by any single institution or combination of institutions. All programming and educational tools are representative of staff’s distinctive role and scale while adding value and significance to continuous rules education.

This plan aligns with the Foundation for the Future and 2015-21 Strategic Vision for Division II by incorporating presidential emphasis, involvement, and leadership that builds effective, engaging, functional and committed conference and institutional educational programs.

The outlined goals of the Division II Educational Strategic Plan reflect the responsiveness of the Division in meeting the needs of the membership through its focus on resources, communities, professional development, standards, guidelines and operational excellence.

II. Goals

The following goals were reviewed and approved by the NCAA Division II Membership Committee in November 2015 and continue to guide the Educational Strategic Plan.

a. Provide unique and high-quality educational resources that inform and set the standard for NCAA Division II rules education;

b. Connect Division II administrators in ways that lead to professional growth and the exchange of knowledge;

c. Support the development, dissemination, and adoption of guidelines, policies, and standards and the evaluation of compliance with those guidelines; and

d. Enhance operational excellence by collaborating and incorporating best practices.
III. Educational Programming

<table>
<thead>
<tr>
<th>Educational Initiative/Resource</th>
<th>Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCAA Regional Compliance Seminars</td>
<td>Six regions eligible annually</td>
<td>Six regions scheduled.</td>
</tr>
<tr>
<td>NCAA Division II Institutional Performance Program (IPP)</td>
<td>Released January 2016</td>
<td>New conference view available.</td>
</tr>
<tr>
<td>Effective Facilitation Training</td>
<td>Available as necessary</td>
<td>Suspended.</td>
</tr>
<tr>
<td>CCACA Newsletter</td>
<td>Not applicable.</td>
<td>Suspended.</td>
</tr>
<tr>
<td>Path to Graduation Tool Kit</td>
<td>Currently available.</td>
<td>Released November 2015.</td>
</tr>
<tr>
<td>Online Education Resource Center (OERC)</td>
<td>Resources updated periodically.</td>
<td>Ongoing.</td>
</tr>
<tr>
<td>NCAA Convention Programming</td>
<td>Ongoing</td>
<td>Annually.</td>
</tr>
</tbody>
</table>

IV. NCAA Staff Outreach

<table>
<thead>
<tr>
<th>Outreach Initiatives</th>
<th>Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speaking-Engagement Requests</td>
<td>Ongoing</td>
<td>Available on an annual basis based on staff availability.</td>
</tr>
<tr>
<td>NCAA Convention Conference Meetings</td>
<td>Call for requests sent in fall prior to Convention</td>
<td>Available on an annual basis based on staff availability.</td>
</tr>
<tr>
<td>CCA Engagement</td>
<td>Ongoing</td>
<td>Available on a regular basis.</td>
</tr>
<tr>
<td>CCACA Engagement</td>
<td>Ongoing</td>
<td>Annually.</td>
</tr>
<tr>
<td>DIID Twitter Account</td>
<td>Ongoing</td>
<td>Weekly.</td>
</tr>
<tr>
<td>DIID academic and membership affairs/National Association of Athletics Compliance (NAAC) Partnership</td>
<td>Ongoing</td>
<td>Annually.</td>
</tr>
<tr>
<td>Event</td>
<td>Date/Time</td>
<td>Frequency</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Conference Office NCAA Staff Shadow Program</td>
<td>Implemented throughout the academic year.</td>
<td>Offered on an annual basis.</td>
</tr>
<tr>
<td>Regional Rules and Regional Compliance Co-Presenter Series</td>
<td>May and June.</td>
<td>Annually.</td>
</tr>
</tbody>
</table>
# Provisional Year One
## Nominated Host Institutions

<table>
<thead>
<tr>
<th>Institution</th>
<th>Location</th>
<th>Public/Private</th>
<th>Conference</th>
<th>Full-Time Undergrad Enrollment (Accept %)</th>
<th>Graduation Rates (Student-Athletes)</th>
<th>Division II Sports Sponsorship</th>
<th>President/Chancellor</th>
<th>Athletics Director</th>
<th>Compliance Director</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purdue University Northwest</td>
<td>Hammond, Indiana</td>
<td>Public</td>
<td>Great Lakes Intercollegiate Athletic Conference</td>
<td>12,870 (72.5%)</td>
<td>N/A</td>
<td>6 Men’s: baseball, basketball, cross country, golf, soccer and tennis. 7 Women’s: basketball, cross country, golf, soccer, softball, tennis and volleyball.</td>
<td>Thomas L. Keon</td>
<td>Rick Costello</td>
<td>Tom Albano</td>
<td></td>
</tr>
<tr>
<td>Ferris State University</td>
<td>Big Rapids, Michigan</td>
<td>Public</td>
<td>Great Lakes Intercollegiate Athletic Conference</td>
<td>13,469 (78%)</td>
<td>49% (64%)</td>
<td>6 Men’s: basketball, cross country, football, golf, tennis and track and field. 8 Women’s: basketball, cross country, golf, softball, soccer, tennis, track and field and volleyball.</td>
<td>David Eisler</td>
<td>Perk Weisenburger</td>
<td>Sara Higley</td>
<td></td>
</tr>
<tr>
<td>Lewis University</td>
<td>Romeoville, Illinois</td>
<td>Public</td>
<td>Great Lakes Valley Conference</td>
<td>4,652 (62%)</td>
<td>62% (79%)</td>
<td>9 Men’s: baseball, basketball, cross country, golf, soccer, swimming and diving, tennis, track and field and volleyball. 9 Women’s: basketball, cross country, golf, soccer, softball, swimming and diving, tennis, track and field and volleyball.</td>
<td>David Livingston</td>
<td>Dr. John Planek</td>
<td>Annie Coryell</td>
<td></td>
</tr>
<tr>
<td>University of Wisconsin, Parkside</td>
<td>Kenosha, Wisconsin</td>
<td>Private</td>
<td>Great Lakes Valley Conference</td>
<td>4300 (82%)</td>
<td>37% (50%)</td>
<td>7 Men’s: baseball, basketball, cross country, golf, soccer, track and field and wrestling. 6 Women’s: basketball, cross country, soccer, softball, track and field and volleyball.</td>
<td>Deborah Ford</td>
<td>Tamie S. Falk-Day</td>
<td>Linda Bell</td>
<td></td>
</tr>
</tbody>
</table>