AGENDA

National Collegiate Athletic Association

Division III Management Council

Grant Ballroom A
NCAA national office

October 17-18, 2016

1. Welcome and announcements. (Tracey Ranieri)

2. Rosters, future meeting schedule and monthly updates. (Ranieri)

3. Review of summary and minutes. (Ranieri)
   a. Summary of summer 2016 quarterly meetings.
   b. August 4 and August 29, 2016, Administrative Committee Reports.

4. Division III Philosophy Statement and Strategic Positioning Platform. [Supplement Nos. 1a and 1b]

5. Committee/subcommittee reports.
   a. Division III Joint Presidents Council/Management Council committees or subcommittees.
      (1) Convention-Planning Subcommittee. [Supplement No. 2] (Brit Katz)
      (2) Strategic-Planning and Finance Committee. (Ranieri)
          (a) 2015-16 final budget. [Supplement No. 3a]
          (b) 2016-17 budget-to-actual. [Supplement No. 3b]
          (c) Future projections. [Supplement No. 3c]
      (3) Joint Legislative Steering Committee. [Supplement No. 4] (Ranieri)
   b. Management Council subcommittees.
      (1) Subcommittee for Legislative Relief. [Supplement No. 5] (Nnenna Akotaobi)
(2) Playing and Practice Seasons Subcommittee. [Supplement No. 6] (Chris Ragsdale)

c. Division III committees.

(1) Championships Committee. [Supplement Nos. 7a, 7b, 7c and 7d] (Gerald Young)

(2) Committee on Infractions. (Young)

(3) Financial Aid Committee. (Terry Wansart)

(4) Infractions Appeals Committee. (Kate Roy)

(5) Interpretations and Legislation Committee. [Supplement Nos. 8a and 8b] (Shantey Hill)

(6) Membership Committee. [Supplement Nos. 9a, 9b and 9c] (Ragsdale)

(7) Nominating Committee. [Supplement No. 10] (Terry Small)

(8) Student-Athlete Advisory Committee. [Supplement Nos. 11a and 11b] (Greg Woods)

(9) Student-Athlete Reinstatement Committee. (Frank Millerick)

d. Association-wide committees.

(1) Committee on Competitive Safeguards and Medical Aspects of Sports. [Supplement No. 12] (Stevie Baker-Watson)

(2) Committee on Sportsmanship and Ethical Conduct. [Supplement No. 13] (Karen Tompson-Wolfe)

(3) Committee on Women’s Athletics. [Supplement No. 14] (Julie Soriero/Sarah Otey)

(4) Minority Opportunities and Interests Committee. (Akotaobi)

(5) Honors Committee. (Millerick)

(6) Olympic Sports Liaison Committee. (Soriero)
(7) Playing Rules Oversight Panel. [Supplement Nos. 15a, 15b, 15c, 15d, 15e and 15f] (Dan Calandro)

(8) Postgraduate Scholarship Committee. [Supplement No. 16] (Gail Cummings-Danson)

(9) Research Committee. (Chris Kimball)

(10) Walter Byers Scholarship Committee. (Dennis Leighton)

   a. Convention registration, logistics and schedules. [Supplement Nos. 17a and 17b] (Louise McCleary)
   b. Review of 2017 NCAA Convention legislation, speaker assignments and recommended positions. [Supplement No. 18] (Jeff Myers/Otey)
   c. NCAA Convention – proposal groupings. [See Attachment to Supplement No. 8b] (Myers/Otey)
   d. Review administrative regulations approved by Management Council. [Supplement No. 19]
   e. Review noncontroversial legislation approved by the Management Council. [Supplement No. 20]
   f. Review of modifications of wording approved by the Management Council. [Supplement No. 21]

7. Division III Initiatives and updates.
   a. Diversity and Inclusion Working Group. [Supplement No. 22] (Akotaobi)
   b. Sportsmanship and Game Environment Working Group. (Tompson-Wolfe)
   c. Athletics Direct Report Institute. [Supplement Nos. 23a and 23b] (Katz)
   d. LGBTQ Initiatives. [Supplement No. 24] (Katz)
   e. 360 Proof and NASPA Collaborative. [Supplement No. 25] (Eric Hartung)
f. Institutional Performance Program. [Supplement No. 26] (Hartung)
g. Graduation Rate report. [Supplement No. 27 will be distributed at the meeting] (Hartung)
h. Faculty Athletics Representatives Working Group. [Supplement No. 28] (Hartung)
i. Division III Identity Initiative. [Supplement No. 29] (Adam Skaggs)
j. Feedback from Conference meetings. [Supplement No. 30] (McCleary)
k. Academic Misconduct. [Supplement No. 31] (Azure Davey)

8. Association-wide updates and issues.
   a. Board of Governors update. [Supplement No. 32a] (Mark Emmert/Donald Remy)
       • Diversity Pledge. [Supplement No. 32b]
       • North Carolina championships decision. [Supplement No. 32c]
       • Resolution on Roles, Responsibilities and Composition. [Supplement No. 32d]
   b. Sports Science Institute updates. (Brian Hainline)
       • Independent Medical Care white paper. [Supplement No. 33]
       • Second Safety in College Football Summit recommendations.
   c. Litigation update. (Naima Stevenson)
   d. Governmental Relations report. [Supplement No. 34] (Information)

9. 2016 Committee/Subcommittee assignments. [Supplement No. 35] (McCleary)

10. Other business and open forum. (all)

11. Adjournment.
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The National Collegiate Athletic Association
September 29, 2016  DTD/LM:dsk
# FUTURE MEETING SCHEDULE

<table>
<thead>
<tr>
<th>Attending</th>
<th>Dates</th>
<th>Meeting/Championship</th>
<th>Location</th>
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<tbody>
<tr>
<td></td>
<td>Oct. 3-4</td>
<td>Committee on Sportsmanship and Ethical Conduct meeting</td>
<td>Indianapolis, IN</td>
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<tr>
<td>DTD/LM/JJ/DSK/JM/SO/EH/BB/O</td>
<td>Oct. 14-16</td>
<td>FAR Fellows Institute</td>
<td>Indianapolis, IN</td>
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<td>JJ/DFB</td>
<td>Oct. 17-18</td>
<td>Management Council meeting</td>
<td>Indianapolis, IN</td>
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<td>Oct. 20</td>
<td>Sportsmanship &amp; Game Environment Working Group teleconference</td>
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<td>Oct. 20</td>
<td>ILC Teleconference</td>
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<td>Oct. 26-27</td>
<td>Presidents Council meeting</td>
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<td></td>
<td>November 3</td>
<td>Convention-Planning Subcommittee teleconference</td>
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<tr>
<td>JJ/BB/LPM/JO</td>
<td>Nov. 13-14</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
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<td></td>
<td>Nov. 14-15</td>
<td>Financial Aid Committee</td>
<td>Indianapolis, IN</td>
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<td>Nov. 14-15</td>
<td>Championships Committee meeting</td>
<td>Indianapolis, IN</td>
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<td>Nov. 17</td>
<td>ILC Teleconference</td>
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<td>Nov. 30 – Dec. 1</td>
<td>Student-Athlete Reinstatement Committee meeting</td>
<td>Indianapolis, IN</td>
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<td>Dec. 12-14</td>
<td>CSMAS meeting</td>
<td>Los Angeles, CA</td>
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<td>Dec. 15</td>
<td>ILC Teleconference</td>
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<td>Dec. 15</td>
<td>Convention-Planning Subcommittee teleconference</td>
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<td></td>
<td>Jan. 17-21</td>
<td>2017 NCAA Convention</td>
<td>Nashville, TN</td>
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<td>JJ/BB/LPM/JO</td>
<td>Jan. 17-21</td>
<td>Student-Athlete Advisory Committee</td>
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<td>January 18</td>
<td>Board of Governors Meeting</td>
<td>Nashville, TN</td>
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<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>January 18</td>
<td>Division III Management Council meeting</td>
<td>Nashville, TN</td>
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<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>January 19</td>
<td>Division III Presidents Council meeting</td>
<td>Nashville, TN</td>
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<td>January 21</td>
<td>Division III Post-Convention Management Council meeting</td>
<td>Nashville, TN</td>
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<td></td>
<td>Feb. 7</td>
<td>Nominating Committee</td>
<td>Indianapolis, IN</td>
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<td>Feb. 7-8</td>
<td>Championships Committee meeting</td>
<td>Indianapolis, IN</td>
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<td>JJ/JO/KD</td>
<td>Feb. 8-9</td>
<td>Membership Committee meeting</td>
<td>Indianapolis, IN</td>
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<td>Feb. 16-17</td>
<td>Interpretations and Legislation Committee (ILC)</td>
<td>Indianapolis, IN</td>
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<td>March</td>
<td>Subcommittee for Legislative Relief teleconference</td>
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<td></td>
<td>April 3-9</td>
<td>Division III Week</td>
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<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>April 10-11</td>
<td>Division III Management Council meeting</td>
<td>Indianapolis, IN</td>
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<tr>
<td>JJ/BB/LPM/JO</td>
<td>April 23-24</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
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<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>April 25-26</td>
<td>Division III Presidents Council meeting</td>
<td>Indianapolis, IN</td>
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<td>May 15-17</td>
<td>Regional Rules Seminar</td>
<td>Indianapolis, IN</td>
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<td>June 5-7</td>
<td>Regional Rules Seminar</td>
<td>San Diego, CA</td>
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<td>June 7-9</td>
<td>CSMAS</td>
<td>Indianapolis, IN</td>
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<td>June 14</td>
<td>Conference Rules Seminar – Worcester State</td>
<td>Worcester, MA</td>
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<tr>
<td>JJ/JO/KD</td>
<td>June 20-21</td>
<td>Membership Committee meeting</td>
<td>Indianapolis, IN</td>
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<td>June 21-22</td>
<td>Division III Commissioners meeting</td>
<td>Indianapolis, IN</td>
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<td>JJ/BB/LPM/JO</td>
<td>July 16-17</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
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<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>July 17-18</td>
<td>Division III Management Council meeting</td>
<td>Indianapolis, IN</td>
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<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>August 8</td>
<td>Division III President's Advisory Group meeting</td>
<td>Indianapolis, IN</td>
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<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>August 9</td>
<td>Division III Presidents Council meeting</td>
<td>Indianapolis, IN</td>
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<td>Sept 21-22</td>
<td>ILC</td>
<td>Indianapolis, IN</td>
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<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>October 16-17</td>
<td>Division III Management Council meeting</td>
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<tr>
<td>DTD/LM/JJ/DSK/RF/EH/JM/SO</td>
<td>October 24-25</td>
<td>Division III Presidents Council meeting</td>
<td>UCLA Campus</td>
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<td>JJ/BB/LPM/JO</td>
<td>Nov. 12-13</td>
<td>Student-Athlete Advisory Committee</td>
<td>Indianapolis, IN</td>
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*Dates subject to change.

NCAA/sites/gov/DIIIGeneralGovernance/06GovernanceOperations/FutureMeetingSchedule/2016/March/dsk_dfb/101012016
FUTURE MEETING SCHEDULE

*Championships Committee teleconference
Call-in Number: 866/590-5055
Access Code: 4208076

Interpretations and Legislation Committee teleconference
Call-in Number: 866/590-5055
Access Code: 5203577

Management Council
Call-in Number: 866-434-5269
Access Code: 5128535

Membership Committee teleconference – All teleconferences are scheduled from 1 to 3 p.m. Eastern time
Call-in Number: 877/402-9757
Access Code: 4814962

Presidents Council
Call-in Number: 866/590-5055
Access Code: 9803762

NOTE: Conference Rules Seminar for 2018 will be Thursday, June 14 at York College in York, PA.
MONTHLY UPDATE // ISSUE NO. 131 // AUGUST 2016

This update is a tool to enhance communication between the NCAA national office and the Division III membership, with distribution to athletics directors, senior woman administrators, faculty athletics representatives, presidents, national SAAC, conference commissioners and the NADIII/AA list serve. We encourage athletics directors to share this communication with their athletics department members. Please contact Louise McCleary to include an item or share comments, and remember to check out the Division III governance homepage for the latest news and information.

HIGHLIGHTS

- Hot Topics
- FAR Updates
- ADR Updates
- SSI Updates
- Diversity Spotlight
- Special Olympics
- AMA Updates
- Educational Information
- PROP Updates
- Championships Updates
- The NCAA Record
- Committee Updates
- Key Dates

HOT TOPICS

- Presidents and Commissioners Communication Best Practices
  The NCAA is committed to presidential leadership in college athletics, and we are pleased to share with you the Division III Communication Best Practices: A Guide for Chancellors, Presidents, and Commissioners. The best practices guide is the product of a year-long working group of Division III presidents and commissioners. The working group's charge was to examine the relationship and communication strategies between presidents/chancellors and commissioners and suggest best practices for continued engagement and communication. The resource is structured to assist presidents, chancellors, commissioners, and institutional staff in identifying communication and operational best practices.

- Tips to access key NCAA.org Resources
  Need help remembering how to update department contacts for NCAA mailings or how to assign users to Single Source Sign-On (SSSO)? Use this resource for a two-page, easy to follow guide on how to use and access key NCAA.org resources.

Division III Student Immersion Program

For the second year, Division III will support 40 ethnic minority students to attend the 2017 NCAA Convention in Nashville, Tennessee from Jan. 18-21. The application process will be available on Program Hub, titled "Division III Student Immersion Program", from August 15 until September 30 at 5 p.m. Eastern time. Ethnic minority students, preferably juniors and seniors, with a strong interest in a career in Division III athletics (coaching and/or administration) are encouraged to apply. Final selections will be announced in early October. At the Convention, the students will be exposed to Division III, its members and the governance process. In addition to the scheduled Division III programming, there will be welcome and debrief meetings.

The goal is to build a pipeline of talented ethnic minority candidates with an interest in Division III coaching and/or administration, in an effort to help diversify the division.

Updated Recruiting Fact Sheet

Staff has recently updated a two-page recruiting resource that provides thumbnail descriptions of the three NCAA divisions as well as key facts and figures. This resource will be beneficial to Division III coaches and admissions counselors as they are promoting the benefits of Division III.

Senior Woman Administrator Program

The governance staff is excited to offer a new professional development program for Division III senior woman administrators (SWAs). Offered at the beginning of the NACWAA National Convention, this one and one-half day
workshop is specifically designed for SWAs and, in particular, those who are interested in becoming Division III athletics directors (ADs). This year's SWA Program will begin Saturday, October 8, at 8 a.m. and conclude at 2 p.m. on Sunday, October 9, in Kansas City, Missouri. Topics discussed will include preparing your resume and cover letter for the AD search as well as positioning yourself to become an athletics director and discussing the SWA's current role and responsibilities.

The NCAA will provide funding for 30 SWAs to attend the program and register for the NACWAA Convention, as well as a year's membership to NACWAA. The application process will be available on Program Hub, titled "Division III Senior Woman Administrator Program", from August 1 until September 2 at 5 p.m. Eastern time.

Division III Institutional Performance
On October 1, NCAA staff anticipates the launching of the Division III Institutional Performance Program (IPP). This data management system consolidates data currently being submitted by Division III institutions into a user-friendly format with reporting functionality, provides better visibility into comparative institutional data, facilitates better informed decisions and strategic planning on campus and provides a secure platform for private peer institution comparisons. The IPP provides data analysis in four areas: academics, students, leadership and finances. There is no extra work for institutions as the data for the program is pulled from information already submitted to the NCAA. Click here for more information.

Purchasing Website
August is the last month to use the $500 credit provided to current active and provisional member schools and conferences during 2015-16 to use on the Division III Identity Initiative Purchasing Website. The site offers materials like co-branded banners, media backdrops, unique signage, T-shirts and other products to promote your affiliation with Division III, as well as items to help activate our partnership with Special Olympics. Schools and conferences can use the credit by August 31 to buy anything on the purchasing website. The link is ncaadli. sourceoneordering.com (no "www" or "http" needed). Access the site by entering the email address of your institution's director of athletics (or for conferences, the commissioner's email address) as the username, and then enter the password you created the first time you logged into the site (those logging in for the first time can create any password). While approximately two-thirds of Division III schools have not yet used this year's credit, the summer months are a great time to place orders. Assistance with logging in to the site, updating records to reflect a new director of athletics' email address, delegating log-in access to another staff member, resetting passwords and placing orders is available from Christa Hall at Source One Digital.

Updating your NCAA Contact Information
Is your institution's contact information up to date? For all personnel changes, go to ncaa.org and hover over the "Division III" link on the top right of the page. Select "NCAA On-line Directory", click on the active membership link and then go to your institution's page. In the upper right corner of the page is the submit change link.

FACULTY ATHLETICS REPRESENTATIVE (FAR) UPDATES

2016 FAR Fellows Institute Class Selected
The Division III governance staff congratulates the faculty athletics representatives (FARs) who were selected to attend the 2016 FAR Fellows Institute, October 14-16 in Indianapolis.

ATHLETICS DIRECT REPORTS (ADR) UPDATES

ADR Institute Nominations Now Open
The second annual Athletics Direct Report (ADR) Institute will take place January 18-19, 2017, at the NCAA Convention in Nashville, Tennessee. The purpose of the program is to engage Division III ADRs in best practices to oversee and manage athletics departments and to improve the relationships between ADRs and their presidents, athletics directors and conference commissioners. The two-day program includes both networking opportunities and interactive discussions with ADR peers and other expert presenters. Event objectives are available here. The Institute provides the costs of travel, meals and lodging for all participants. Each ADR participant will also receive a registration fee waiver to the NCAA Convention to continue their professional development. Nominations are accepted via Program Hub from conference commissioners, institutional presidents or chancellors, athletics directors, and athletics direct reports.

SPORT SCIENCE INSTITUTE (SSI) UPDATES
Football Health and Safety Guidelines
Revised guidelines will be issued this fall as a result of the second Safety in College Football Summit. The changes will be endorsed by prominent medical and coaching associations and will serve as an update to guidelines developed at the first Safety in College Football Summit in 2014, based on new data related to concussion, exposure to repetitive head impact during football practices and games, independent medical care, and catastrophic injuries.

DIVERSITY SPOTLIGHT INITIATIVE
Denison University is the recipient of the July Division III Diversity Spotlight Initiative. Denison created a Diversity and Inclusion Athlete Advisory Group (DIG), comprised of representatives from each of its 23 athletic teams. DIG works to make everyone's athletic experience more inclusive and respectful. DIG's motto is "Celebrating Diversity; Building Teams" and its mission is to work with university administration, faculty representatives, and student-athletes to build a positive athletics environment for all participants. The highest priority is to establish a climate of mutual respect and support of individual differences where persons of different race, creed, gender, gender identity, sexual orientation, and ethnicity, can maximize their full potential and function as a cohesive group, free of prejudice, discrimination and harassment. Click here to read the full story.

The Diversity Spotlight Initiative recognizes and promotes outstanding diversity related projects, programming and initiatives that are occurring on Division III campuses and in conference offices. Each month, the program recognizes an institution or conference in regard to a diversity related event, program or initiative. All recipients receive $500 toward their next diversity initiative. To submit an initiative for consideration for August, please email Reed Fogle or Julian Jones, with a brief statement (no more than 500 words) as to why your institution or conference office deserves to be the spotlight recipient. Attach a video or photo if applicable. The nomination deadline is August 21.

Award for Diversity and Inclusion
Click here to submit a nomination for the 2017 Award for Diversity and Inclusion not later than September 25. The award represents a partnership formed by the NCAA and the Minority Opportunities Athletic Association (MOAA) to recognize and celebrate the initiatives, policies and practices of institutions, athletics departments, and/or conference offices that embrace diversity and inclusion across the intercollegiate athletics community. This can be through community service, professional development, hiring practices and/or programming activities that enhance opportunities for people of diverse cultures, backgrounds and experiences. NCAA member institutions, athletics departments and conference offices are eligible to receive the award. Self-nominations will be welcome and two letters of support must accompany each nomination. The winner will be recognized at the 2017 NCAA Convention and participate at the MOAA Symposium to be held in conjunction with the NACDA Convention in June 2017. Please contact Sonja Robinson with any questions.

SPECIAL OLYMPICS
Spotlight Poll
The NCAA Division III Special Olympics Spotlight Poll is a story-telling initiative located on ncaa.org/D3SpecialOlympics. It features new stories each month that highlight a Division III and Special Olympics joint activity or event. The story with the highest number of votes on the 25th day of each month is the winner. That institution or conference receives $500 to use for its next Special Olympics event. Both written and digital submissions are accepted. Featured stories are selected based on inclusion of the student-athlete perspective and Division III messaging. To submit a story for consideration, please email d3specialolympics@ncaa.org.

July Winner
The Minnesota Intercollegiate Athletic Conference (MIAC) hosts Special Olympics Unified tournament won the July Special Olympics Spotlight poll by garnering 44.9 percent (1,348) of the total votes (2,999)! The MIAC will receive $500 to use for its next Special Olympics event.

August Nominees
- LeTourneau University participates in unified sports competition
- Crown College hosts Special Olympics basketball event
- New Jersey Athletics Conference (NJAC) volunteers with Special Olympics

http://pub.s1.exacttarget.com/lsv1gpse/nw
Click [here](#) to vote starting Monday, August 1. The winner will be selected August 25, 2016.

**ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)**

**Rule of the Month**

Tryouts (Bylaw 13.11)/ Sports Camps and Clinics (Bylaw 13.12).

**Q:** What type of event may an institution host/conduct on its campus?

**A:** Tournament or other competition-based events that do not involve athletics testing may be hosted on an institution's campus (Bylaw 13.11.3.1). However, "combine" events that involve a mix of competition and testing-based activities without any instruction would be considered "tryout events" and may not occur on an institution's campus (NCAA Division III Educational Column June 17, 2011).

Follow the four-step analysis to determine if your institution may host/conduct an event on your campus:

1. **Does the event include competition only?**
   
   a. If yes, the event is permissible (Bylaw 13.11.3.1).
   
   b. If no, institution must confirm what activities the event will include.

2. **Does the event include instruction only?**
   
   a. If yes, the event is permissible (Bylaw 13.12.1.1.1).
   
   b. If no, institution must confirm what activities the event will include.

3. **Does the event include "combine" activities or testing components?**
   
   a. If yes, the event is not permissible (Bylaw 13.11.2.2) except as permitted under No. 3 below.
   
   b. If no, institution must confirm what activities the event will include.

4. **Are all "combine" activities or testing components tied directly to instruction?**
   
   a. If yes, the event is permissible.
   
   b. If not, the event is not permissible (Bylaw 13.11.2.2).

For additional information, please see the [Division III Camps and Clinics](#) presentation from the 2016 Regional Rules Seminars.

**Division III Compliance Forms**

The 2016 Division III compliance forms can be found [here](#). The forms are available in a fillable PDF format that enables users to type into the form. Institutions should make sure to save the document to a folder or desktop before completing the form, or the work will not be saved.
Getting in the Game
It's time to get back in the game! The 2016-17 Division III: Getting in the Game educational tool (http://ncaagetinthegame.org) is now available. Getting in the Game is a video guide designed to provide institutions with general compliance education for athletics administrators. Many Division III administrators have found the site helpful as they guide student-athletes through the process of completing annual NCAA compliance forms. The site also provides links to the Division III homepage and other helpful resources.

Division III Rules Test
The 2016-17 Division III Rules Test is now available. Simultaneously, the 2015-16 test is no longer available. The 2016-17 test is administered online and may be accessed here. Administering the test online allows users and the national office the ability to view incorrect answers and use these results to gauge educational needs. The 2016-17 Division III Rules Test instructions and PowerPoint are also now available and may be accessed using the same link. The PowerPoint may be used as a resource to supplement educational needs.

As a reminder, all head coaches and athletics administrators with compliance responsibilities must take the rules test annually. Institutions must file a secondary violation for failure to adhere to this annual requirement. Questions relating to the rules test should be directed to Susan Roseman.

New LSDBi
A new version of LSDBi is now available. Staff has completely updated the technology, the look and the feel of the system. In addition to the standard features that have always been found in LSDBi, the following significant enhancements have been added:

- **Presentation of Legislation.** Current legislation is presented in a format similar to printed and electronic publications, in which the user may simply scroll and see the complete context.
- **Enhanced Reporting Options.** Export data directly to PDF, Excel, Word and more with the custom reporting feature.
- **Custom Manuals.** Create custom abridged manuals that include only the legislation you want to include (e.g., sport-specific manual). Use the electronic version (PDF) or print it yourself.
- **Save Common Searches and Reports.** Save searches related to particular issues and save commonly used reports for quick access whenever you need them.

Click here for more details and information.

NCAA Convention Division III IPOPL
The 2017 Convention Division III Initial Publication of Proposed Legislation (IPOPL) will be available through the NCAA website August 15, 2016. The IPOPL presents all proposed amendments to legislation that were properly submitted in accordance with the July 15 deadline in the NCAA legislative calendar. The IPOPL may contain proposals that are sponsored by only one-member conference or 10 member institutions. If a proposal is not properly co-sponsored by another conference or 10 additional schools by September 1, 2016, the proposal will be automatically withdrawn. Sponsors of the proposals are permitted to refine and change amendments in any manner germane to the proposal as presented until September 15. Such changes may either increase or decrease the modification set forth in the original proposal.

No new proposals may be submitted by the Division III membership for the 2017 Convention after the July 15 deadline. Member institutions and conferences that wish to offer and suggest revisions to an amendment are encouraged to contact the designated primary contact person listed with each proposal. Such contacts should be made as early as possible and prior to the September 15 deadline to ensure time for appropriate consideration by the sponsors.

The IPOPL is not mailed to Division III institutions. The online version of the IPOPL continues to contain all the information of the former hard-copy version and can be printed from your computer in the traditional format. The IPOPL is produced directly from LSDBi each time it is downloaded. Therefore, the content of the publication may change each time it is accessed from the NCAA webpage. As modifications or corrections are made to proposals during the sponsor modification period, updates will be made to LSDBi and those changes will be reflected in this document. The 2017 Convention Division III Second Publication of Proposed Legislation (SPOPL) will be available online September 23. The 2017 Convention Division III Official Notice, which will include final versions of proposed legislation, will continue to be available in both printed and online formats. The Official Notice will be available
November 15.

Please contact Sarah Otey if you have any questions regarding the online versions of either the IPOPL or SPOPL.

NCAA Division III Manuals
Institutions will receive hard copies of the 2016-17 NCAA Division III Manuals shortly after August 1. A full version of the Manual can still be obtained online via LSDBi and a PDF may be downloaded at http://www.ncaapublications.com/ on August 15, 2016.

SAR Update
As we approach the start of the 2016-17 academic year, the student-athlete reinstatement staff reminds institutions to submit all reinstatement and waiver requests through the RSRO system as soon as possible. If the request is urgent (competition pending within the next 10 calendar days), the institution should request expedited review in the SAR. Reinstatement requests will be prioritized based on the next date of competition, the order in which the case was received and the timing of when the violation was discovered. After necessary information is received and a case is complete, the reinstatement staff generally requires 48 hours to complete a thorough review of the information presented before rendering a decision. Thus, if a case file is not complete until less than 48 hours prior to competition, the reinstatement staff may not be able to render a decision prior to the competition. All requests should be submitted to the staff in a timely fashion once the violation is discovered to ensure staff can conduct a complete review prior to the student-athlete’s next competition.

Academic Portal Update
Work continues on the development of the Academic Portal, which is intended to serve as a single point of entry and process for all NCAA institutions on academic related requirements. The development of this portal will not impact the way that institutions develop and submit voluntary academic information, such as NCAA Division III Academic Success Rate data, until Spring 2017. A communication plan has been developed that will ensure the membership, committees and other constituent groups are informed of and provided regular updates on this initiative. Please email academicportal@ncaa.org with any questions, comments or concerns.

EDUCATIONAL INFORMATION

Video: Diverse mindset important every day
Watch this one-minute video from the Office of Inclusion that highlights our membership’s responsibility to develop and maintain a diverse community.

NCAA Postgraduate Internship Program
The NCAA Postgraduate Internship Program annually provides on-the-job learning experiences at the national office in Indianapolis to college graduates who are passionate in their pursuit of a career in college sports administration. The 2017-18 internship application opens August 15 and the deadline is Sept. 23, 2016. To apply or access more information about the program and eligibility, click here. This year-long program gives insight to the inner workings of college sports from the national perspective. Interns over the past 25 years have taken their experience and institutional knowledge onto campuses and into the conference offices as full-time administrators. NCAA postgraduate interns are salaried with benefits and receive comprehensive training, mentor assignments and networking opportunities throughout the internship. Additionally, postgraduate interns plan and execute professional development site visits to conference offices, member campuses and affiliate organizations to further their knowledge of the industry and network with today’s leaders. Six former Division III student-athletes were selected for the NCAA internship program in the past two classes. The start date for the 2017-18 NCAA intern class will be June 12, 2017. Please email internship@ncaa.org with any questions.

Woman of the Year Award
The NCAA Woman of the Year award honors graduating female college athletes who have exhausted their eligibility and distinguished themselves throughout their collegiate careers in academics, athletics, service and leadership. Of the 2016 pool of 142 conference honorees, 54 competed in Division I, 37 competed in Division II and 51 competed in Division III. 40 of the nominees are multisport athletes. All conference nominees are forwarded to the Woman of the Year selection committee. The selection committee will choose the top 10 honorees in each division. From among those 30 candidates, the selection committee will determine the top three in each division. Finally, the Committee on Women’s Athletics will vote from among the top nine finalists to determine the 2016 NCAA Woman of the Year, to be announced at a dinner October 16 in Indianapolis.
PROP UPDATES

Playing Rules Committees Survey Results
As part of the process of adding, altering and/or deleting playing rules, the NCAA playing rules committees conduct surveys with the membership to determine the interest in/opposition to existing rules and potential new rules. The survey results recently conducted in the sport of baseball are available on NCAA.org.

CHAMPIONSHIPS UPDATES

Championships Bid Process
The NCAA championships staff recently announced the commencement of the next Championship Site Selection campaign. The NCAA is looking for hosts and sites for 83 of the 90 championships each year over four academic years, spanning 2018-19 through 2021-22.

The timeline of the bid process is as follows:

- Feb. 1 Bid specifications published (NCAA.org/bids).
- June 6 Bid portal opens.
- June 27 Bid intentions due.
- **Aug. 12 Bid responses due.**
- Nov. Committee recommendations.
- Dec. Hosts/sites announced.

NCAA championships staff will be supplying updated communications throughout the process. If you have questions, please contact Liz Suscha.

THE NCAA RECORD

See the latest appointments, promotions and retirements in the NCAA Record.

COMMITTEE UPDATES

Several committees conducted in-person meetings in July.

- National Student-Athlete Advisory Committee, July 16-17
- Playing and Practice Seasons Subcommittee, July 17
- Management Council, July 18-19

KEY DATES: AUGUST THROUGH OCTOBER

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<td>NADIIIAA and D3CA Leadership Meeting</td>
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<td>Championships Committee Meeting with Sport Chairs</td>
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<td>Sept. 15-16</td>
<td>Interpretations and Legislation Committee Meeting</td>
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<td>Oct. 3-4</td>
<td>Committee on Sportsmanship &amp; Ethical Conduct Meeting</td>
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<td>Oct. 14-16</td>
<td>FAR Fellows Institute</td>
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National Collegiate Athletic Association 700 West Washington Street, Indianapolis, IN, 46204 US

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MONTHLY UPDATE // ISSUE NO. 132 // SEPTEMBER 2016

This update is a tool to enhance communication between the NCAA national office and the Division III membership, with distribution to athletics directors, senior woman administrators, faculty athletics representatives, presidents, national SAAC, conference commissioners and the NADIIIAA listserv. We encourage athletics directors to share this communication with their athletics department members. Please contact Louise McCleary to include an item or share comments, and remember to check out the Division III governance homepage for the latest news and information.

HIGHLIGHTS
Hot Topics
FAR Updates
360 Proof Updates
SSI Updates
Diversity Spotlight
Special Olympics
AMA Updates
Educational Information
PROP Updates
Championships Updates
The NCAA Record
Committee Updates
Key Dates

HOT TOPICS
Strategic Plan
Each year the Strategic Planning and Finance Committee (SPFC) updates and approves the Division III strategic plan. The strategic plan serves many purposes. It begins with the Division III Philosophy Statement to establish the framework from which the division's programs, resource allocations, and regulatory decisions are made. It summarizes the division's strategic priorities by outlining what must be accomplished in the current year of the budget biennium for the division to be successful. The plan also highlights all of the programs and services offered for the division. The strategic plan is a living and breathing document that the committee reviews and updates prior to the start of each new budget cycle. Please click here to access the 2015-17 strategic plan. During this academic year, SPFC will focus on developing the strategic plan for 2017-19.

ACTION REQUEST: NCAA Student-Athlete Concussion Injury Litigation
The NCAA's Office of Legal Affairs has created an FAQ document to assist the membership when responding to the Request for Assistance in Providing Notice to Settlement Class Members memo that was sent Friday, July 29, in regard to the NCAA Student-Athlete Concussion Injury Litigation. If there are further questions, contact ncaalegal@ncaa.org. Deadline to submit information is September 15.

RESPECT Campaign
We want to highlight the recently redesigned and launched RESPECT campaign from the NCAA's Sportsmanship and Ethical Conduct Committee. The new resources include signage that can be customized by an institution or conference, two public service announcements (PSAs) - a 30 second video and a similar 30 second audio - that are free for download. For these resources and much more, go to the Sportsmanship page.

2017 NCAA Convention
Registration for the 2017 NCAA Convention opens Monday, September 12. NCAA members should register by Tuesday, October 11 to get the lowest registration rate. This year's Convention will be held at the Gaylord Opryland in Nashville, Tennessee, January 18-21. Key schedule changes include:

- The Honors Celebration on Wednesday, January 18;
- Special Olympics unified event on Thursday, January 19, 1 to 2:15 p.m., and
- The Association-Wide luncheon on Friday, January 20.
Division III Student Immersion Program

For the second year, Division III will support 42 ethnic-minority students to attend the 2017 NCAA Convention. The application process is now available on Program Hub, titled "Division III Student Immersion Program," and closes September 30 at 5 p.m., Eastern time. Ethnic-minority students, preferably juniors and seniors, with a strong interest in a career in Division III athletics (coaching and/or administration) are encouraged to apply. Final selections will be announced in early October. At the Convention, the students will be exposed to Division III, its members and the governance process. In addition to the scheduled Division III programming, there will be specific welcome and debrief meetings. The goal is to build a pipeline of talented ethnic-minority candidates with an interest in Division III coaching and/or administration, in an effort to ultimately diversify the division’s athletics administration.

Division III Student Attendees at 2017 NCAA Convention

Do you have a student from your institution that is planning to attend the 2017 NCAA Convention? Please note that the student registration fee is $25 and students (except those students serving on the national SAAC or selected through the Division III Immersion Program) must register for Convention and lodging in the same manner as all other delegates. Click here for a chart that provides a sampling of the programming the Division III staff and national Student-Athlete Advisory Committee (SAAC) believe will be beneficial to Division III students.

Division III Institutional Performance Program (IPP)

On October 1, NCAA staff anticipates launching the Division III Institutional Performance Program (IPP). This data management system consolidates data currently being submitted by Division III institutions into a user-friendly format with improved reporting functionality, provides better visibility into comparative institutional data, facilitates better informed decisions and strategic planning on campus and provides a secure platform for private peer institution comparisons. The IPP provides data analysis in four areas: academics, students, leadership and financial. There is no extra work for institutions as the data for the program is pulled from information already submitted to the NCAA. Click here for more information.

2016-17 Purchasing Website

Directors of athletics and conference commissioners (as well as athletics administrators who have been designated as institutional representatives) soon will receive from Source One Digital an email invitation to use a new $500 credit for the Division III purchasing website during 2016-17. The email will be sent in early September. The link for the purchasing website is http://ncaadili.sourceoneordering.com, (no "www" or "http" needed), and it will open and be available Monday, September 12. Access the site by entering the email address of your institution's director of athletics (or for conferences, the commissioner's email address) as the username, and then enter the password you created the first time you logged into the site (those logging in for the first time can create any password). Assistance with logging in to the site, updating records to reflect a new director of athletics' email address, delegating log-in access to another staff member, resetting passwords and placing orders is available from Christa Hall at Source One Digital.

FACULTY ATHLETICS REPRESENTATIVE (FAR) UPDATES

Registration for the 2016 FARA Annual Meeting and Symposium (FAMS), November 3-5, in Indianapolis is now open. Please visit the FARA website for additional details. Monitor the FARA Voice for a preview of the meeting which features over eight hours of division-specific programming to allow you to engage with your colleagues and NCAA staff. Questions regarding the meeting can be directed to Michael Miranda.

360 PROOF UPDATES

360 Proof Learning Collaborative 2016-17 Schedule

All 360 Proof users are invited to monthly learning collaborative webinar sessions to network with peer institutions and learn from national experts in the field of high-risk alcohol use prevention. An invitation to register is circulated one week in advance of each webinar. Please hold the time (all Eastern time) to share and learn with your peers! Questions about 360 Proof?
Email: experthelp@360proof.org

- Tuesday, September 20, 1 p.m.
- Wednesday, November 30, 1 p.m.
- Wednesday, February 1, 1 p.m.
- Tuesday, March 7, 3 p.m.
- Wednesday, April 12, 1 p.m.

SPORT SCIENCE INSTITUTE (SSI) UPDATES
Sexual Assault Prevention Toolkit

As a result of the NCAA Higher Education Summit on Sexual Assault Prevention, the NCAA Sport Science Institute and the Office of Inclusion will be publishing an inter-association sexual assault toolkit this fall. This resource will operationalize the NCAA guide "Addressing Sexual Assault and Interpersonal Violence: Athletics' Role in Support of Healthy and Safe Campuses," and provide checklists and practical tools to support campuses on sexual assault and interpersonal violence prevention.

NCAA Drug Testing Program

The 2016-17 NCAA Drug-Testing Program Guide and NCAA Drug Policies Brochure are now available for the membership. These resources provide information for athletics administrators, athletics health care providers, and student-athletes on the NCAA drug testing process and policies as well as banned products and medications. Printed copies of these documents were distributed to Division III directors of athletics, head athletic trainers and compliance coordinators this summer. For additional information on NCAA drug testing and drug education, please visit our website at www.ncaa.org/drugtesting.

Online Mental Health Modules

This fall, the Sport Science Institute will release web-based educational modules for NCAA coaches, student-athletes, and faculty athletics representatives to increase awareness for student-athlete mental health and well-being and help promote mental wellness and resiliency in an environment that encourages and destigmatizes help-seeking for mental health disorders. Additional information, including instructions for accessing the modules, will be shared with Division III institutions upon release. For more information on the NCAA's mental health efforts, visit the SSI website at www.NCAA.org/mentalhealth.

DIVERSITY SPOTLIGHT INITIATIVE

The Diversity Spotlight Initiative recognizes and promotes outstanding diversity related projects, programming and initiatives that are occurring on Division III campuses and in conference offices. Each month, the program recognizes an institution or conference in regard to a diversity related event, program or initiative. All recipients receive $500 towards their next diversity initiative. To submit an initiative for consideration for September, please email Reed Fogle or Julian Jones, with a brief statement (no more than 500 words) as to why your institution or conference office deserves to be the spotlight recipient. Attach a video or photo if applicable. The nomination deadline is September 21.

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SPECIAL OLYMPICS

Spotlight Poll

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August Winner

After 922 total votes, Crown College hosts Special Olympics basketball event won the August Special Olympics Spotlight poll by garnering 64.9 percent (599) of the total votes! Crown College will receive $500 to use for its next Special Olympics event. To submit a story for consideration, please email d3specialolympics@ncaa.org.
September Nominees

- Albion College bowls with Special Olympians
- Stevenson Athletics Partners with Special Olympics Maryland
- Framingham State partners with Special Olympics

Click here to vote starting Thursday, September 1. The winner will be selected September 25, 2016.

ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)

Rule of the Month: Employment of High School, Preparatory School or Two-Year College Coaches

Per Bylaw 11.4.2 (High School, Preparatory or Two-Year College Coach), an institution may employ a high school, preparatory school or two-year college coach. This rule also applies in the inverse. A high school, preparatory school or two-year college is permitted to employ an individual who is already a coach at an institution. To perform coaching duties for both entities, the coach must satisfy the following at the Division III institution:

1. The coach must perform actual, on-the-field coaching duties;
2. The coach may be involved in recruiting only to the same extent as other institutional on-the-field coaches; and
3. The coach must be under contract or other binding agreement for a period of not less than one academic year. However, the member institution is permitted to confine the coach’s compensation to a shorter period of time, such as a sport season.

In addition, Bylaw 11.4.3 permits a coach to be employed in the same sport at both organizations, or in different sports at each school or college.

2017 Convention - Division III Proposed Legislation

The 2017 NCAA Convention Division III Initial Publication of Proposed Legislation (IPOPL) is now available to the membership. The initial publication includes proposals that are sponsored by the Division III membership.

The 2017 NCAA Convention Division III Second Publication of Proposed Legislation (SPOPL) which will contain proposals sponsored by the Division III governance structure in addition to the membership-sponsored proposals, will be made available online to the membership September 23.

The 2017 NCAA Convention Division III Official Notice, which will include final versions of proposed legislation, will continue to be available to Convention attendees, in both printed and online formats, November 15. Please contact the academic and membership affairs staff at the NCAA national office (317-917-6222) if you have any questions.

Amendment to Amendment Procedures

For consideration at the 2017 NCAA Convention, amendments-to-amendments must be received in the NCAA national office (via submission on LSDBI) not later than 5 p.m. Eastern time November 1. In addition, the following procedures should be observed:

1. Amendments to proposals contained in the 2017 NCAA Convention Division III Second Publication of Proposed Legislation (SPOPL) may be submitted by active members in accordance with the division-specific provisions of NCAA Constitution 5.3.4.
2. Institutional Submissions: Any 20 or more Division III institutions may submit amendments-to-amendments, provided all sponsoring institutions are active members. An amendment-to-amendment must be submitted in the name of the institution by the chancellor or president or the chancellor or president's designated representative. [Note: The chancellor or president must provide written notification (prior to the November 1 deadline) to the NCAA national office of any individual designated to assert sponsorship of a legislative proposal on behalf of the institution.]
3. Conference Submissions: The chancellor or president of two or more member conferences with voting privileges may submit amendments-to-amendments on behalf of their active conference members. Conference-submitted amendments-to-amendments must be signed by the chair of the conference's presidential administrative group or at least two chancellors or presidents of the conference's member institutions if the conference has no presidential administrative group.
4. An amendment-to-amendment may not increase the modification of the original proposal.
LSDBi Technical Solution

NCAA technology staff have received reports from individuals who are using the new LSDBi system and having technical issues. The main process that has been successful in resolving this issue is clearing the computer's web browser cache. Learn more about the browser cache and how to clear it here.

Student-Athlete Reinstatement Update

The student-athlete reinstatement staff reminds institutions that all student-athletes are required to sign a case-specific Buckley statement for each reinstatement or waiver request submitted on their behalf. The case-specific Buckley statement is generated in the "Signatures" tab for each reinstatement or waiver request in the Requests and Self-Reports Online (RSRO) system and includes the student-athlete's name, case type and case number. It is distinct and separate from the standard Buckley statement student-athletes sign prior to athletics participation at the beginning of each academic year.

Regulatory Affairs Staff Update

The national office regulatory affairs group (academic and membership affairs, NCAA eligibility center and enforcement) has updated its staff directory. The directory provides the name, email and telephone number of the staff members for key regulatory functions. The directory is available through Requests/Self-Reports Online under the resources tab.

Academic Portal Update

Work continues on the development of the Academic Portal, which is intended to serve as a single point of entry and process for all NCAA institutions on academic related requirements. The development of this portal will not impact the way that institutions develop and submit voluntary academic information, such as NCAA Division III Academic Success Rate data until Spring 2017. A communication plan has been developed that will ensure the membership, committees and other constituent groups are informed of and provided regular updates on this initiative. Please email academicportal@ncaa.org with any questions, comments or concerns.

EDUCATIONAL INFORMATION

ACTION ITEM: Student-Athlete Leadership Forum

The NCAA Student-Athlete Leadership Forum is returning to the fall and will take place November 10-13, 2016, in Baltimore, Maryland. Registration is currently open and the deadline is September 23. This year, the Leadership Forum is open to student-athletes from active Division III institutions in Region 1 (click here for list). Each eligible institution can send up to two student-athletes (one male and one female) and one administrator or coach. Attendance at the Leadership Forum is at no cost to the participants or institutions. Student-athletes selected to attend the Leadership Forum return to campus with invaluable leadership skills, the experience of exploring the relationship between personal values, core beliefs and behavioral styles, and a thorough understanding of the NCAA as a whole, the different divisional perspectives and the valuable role of Student-Athlete Advisory Committees (SAAC). For more information about the Leadership Forum, including the nomination and registration process, eligibility criteria and to watch scenes from past forums, click here.

ACTION ITEM: Leadership Academy Workshop

The two-part workshop for administrators in the student-athlete development field will be hosted in Baltimore, Nov. 6-8, with a second session scheduled for January 19-17 in Indianapolis. The workshop gives participants the tools to design and implement curriculum for student-athletes, as well as enhance and assess the programming already occurring on campus. The deadline to apply is September 16. Click here for more information.

NCAA Postgraduate Internship Program

The NCAA Postgraduate Internship Program annually provides on-the-job learning experiences at the national office in Indianapolis to college graduates who are passionate in their pursuit of a career in college sports administration. The 2017-18 internship application deadline is September 23, 2016. To apply or access more information about the program and eligibility, click here. This year-long program gives insight to the inner workings of college sports from the national perspective. Interns over the past 25 years have taken their experience and institutional knowledge onto campuses and into conference offices as full-time administrators. NCAA postgraduate interns are salaried with benefits and receive comprehensive training, mentor assignments and networking opportunities throughout the internship. Additionally, postgraduate interns plan and execute professional development site visits to conference offices, member campuses and affiliate organizations to further their knowledge of the industry and network with today's leaders. Six former Division III student-athletes were selected for the NCAA internship program in the past two classes. The start date for the 2017-18 NCAA intern class will be June 12, 2017. Please email internship@ncaa.org with any questions.
PROP UPDATES

By 2017, an institutional softball field with a 4-foot fence must be a minimum of 210 feet in left and right fields and 230 in center field, and it is highly recommended that a municipal field with a 4-foot fence used by the institution be at those same distances. Questions should be directed to Vickie Van Kleeck, secretary-rules editor, at ncaasbsre@gmail.com.

By 2018, foul poles on institutional softball fields shall be a minimum of 10 feet high and either white or optic orange. Also, dugouts shall be protected by netting or fencing not less than 6 feet from the floor of the dugout.

CHAMPIONSHIPS UPDATES

Championships Bid Process

The NCAA championships staff recently announced the commencement of the next Championship Site Selection campaign. The NCAA is looking for hosts and sites for 83 of the 90 championships each year over four academic years, spanning 2018-19 through 2021-22.

The timeline of the bid process is as follows:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb. 1</td>
<td>Bid specifications published (NCAA.org/bids)</td>
</tr>
<tr>
<td>June 6</td>
<td>Bid portal opens</td>
</tr>
<tr>
<td>June 27</td>
<td>Bid intentions due</td>
</tr>
<tr>
<td>Aug. 12</td>
<td>Bid responses due</td>
</tr>
<tr>
<td>Nov.</td>
<td>Committee recommendations</td>
</tr>
<tr>
<td>Dec.</td>
<td>Hosts/sites announced</td>
</tr>
</tbody>
</table>

NCAA championships staff will be supplying updated communications throughout the process. If you have questions, please contact Liz Suscha.

THE NCAA RECORD

See the latest appointments, promotions and retirements in the NCAA Record.

COMMITTEE UPDATES

Two committees conducted in-person meetings in August:

- Presidents Advisory Group (PAG), August 3
- Presidents Council, August 4

KEY DATES FOR SEPTEMBER THROUGH NOVEMBER

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<th>Dates</th>
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<td>Championships Committee Meeting with Sport Chairs</td>
<td>Indianapolis, Indiana</td>
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<td>Sept. 14</td>
<td>Exploratory Member Orientation Session</td>
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<td>Interpretations and Legislation Committee Meeting</td>
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**DII: Follow your passions and discover your potential**

Proportion

Appropriate relation of academics with opportunities to pursue athletics and other passions.

Comprehensive Learning

Opportunity for broad-based education and success.

Passion

Playing for the love of the game, competition, fun and self-improvement.

Responsibility

Development of accountability through personal commitment and choices.

Sportsmanship

Fair and respectful conduct toward all participants and supporters.

Citizenship

Dedication to developing responsible leaders and citizens in our communities.

National Collegiate Athletic Association 700 West Washington Street, Indianapolis, IN, 46204 US

fcb10-fe5e12757562057f7d11-fdeb1573726d007c761d787562-fe5715707d6d067e7c1c-fe8f137871660477c-fe2c1c71756c0c7f741675-fcc17" width="1" height="1"
This update is a tool to enhance communication between the NCAA national office and the Division III membership, with distribution to athletics directors, senior woman administrators, faculty athletics representatives, presidents, national SAAC, conference commissioners and the NADIIIAA list serve. We encourage athletics directors to share this communication with their athletics department members. Please contact Louise McCleary to include an item or share comments, and remember to check out the Division III governance homepage for the latest news and information.

### Highlights

- **Hot Topics**
- **FAR Updates**
- **360 Proof Updates**
- **SSI Updates**
- **Diversity Spotlight**
- **Special Olympics**
- **AMA Updates**
- **Educational Information**
- **PROP Updates**
- **Championships Updates**
- **The NCAA Record**
- **Committee Updates**
- **Key Dates**

### Hot Topics

#### Facts and Figures

Click [here](#) to access the latest Division III statistics and facts, including the 2016-17 budget.

#### Annual Report

Division III recently released its 2015-16 Annual Report. This report highlights the major events, award recipients, team champions, and other notable achievements from the past academic year. A copy of the report can be found [here](#).

#### Division III Institutional Performance Program (IPP)

On Monday October 3, NCAA staff will launch the Division III Institutional Performance Program (IPP). This data management system consolidates data currently being submitted by Division III institutions into a user-friendly format with improved reporting functionality, provides better visibility into comparative institutional data, facilitates better informed decisions and strategic planning on campus, and provides a secure platform for private peer institution comparisons. The IPP provides data analysis in four areas: academics, students, leadership and financial. There is no extra work for institutions; the data for the program is pulled from information already submitted to the NCAA. Click [here](#) for more information.

### Woman of the Year

On Sunday, October 16, the NCAA will select its 2016 NCAA Woman of the Year Honoree. Nine former college athletes, three from each division, have been selected as finalists. The Division III finalists are:

1. Margaret Guo, Massachusetts Institute of Technology, Swimming & Diving;
2. Haley Townsend, Kenyon College, Swimming & Diving; and
3. Amy Viti, Misericordia University, Cross Country, Indoor Track and Field, Outdoor Track and Field.

The top 30 honorees reflect the pillars of the Woman of the Year award: outstanding achievements in academics, athletics, community service and leadership. Click [here](#) to see each Division III conference’s woman of the year recipient and visit the Woman of the Year homepage to meet the nine finalists.

### 2017 NCAA Convention
Registration for the 2017 NCAA Convention opened Monday, September 12. NCAA members should register by Tuesday, October 11 to get the lowest registration rate. This year’s Convention will be held at the Gaylord Opryland in Nashville, Tennessee, January 18-21.

FACULTY ATHLETICS REPRESENTATIVE (FAR) UPDATES

At the request of the Division III Management Council, staff created a Faculty Athletics Representative (FAR) Working Group. The working group’s objective is to increase the engagement of Division III FARs utilizing data (both historical and newly collected) and the expertise of the working group and others to:

1. Better define the components of engagement.
2. Determine the metrics to measure engagement.
3. Establish appropriate benchmarks to assess engagement.
4. Develop best practices resources to enhance and sustain engagement.
5. Collaborate with appropriate groups to ensure consistency, effectiveness and accountability.

Click here for more information including background, expectations and the working group roster.

360 PROOF UPDATES

360 Proof Learning Collaborative 2016-17 Schedule

All 360 Proof users are invited to monthly learning collaborative webinar sessions to network with peer institutions and learn from national experts in the field of high-risk alcohol use prevention. An invitation to register is circulated one week in advance of each webinar. Please hold the time (all Eastern) to share and learn with your peers! Questions about 360 Proof? Email: experthelp@360proof.org

- Wednesday, November 30, 1 p.m.
- Wednesday, February 1, 1 p.m.
- Tuesday, March 7, 3 p.m.
- Wednesday, April 12, 1 p.m.

Also, you are invited to book a one-on-one appointment with a 360 Proof Alcohol Prevention expert at the 2017 NCAA Convention. To schedule your session, email a request to experthelp@360proof.org and include the following:

1. your name and institution;
2. your phone number; and
3. the topic or questions you would like to discuss.

SPORT SCIENCE INSTITUTE (SSI) UPDATES

SSI Launches Enhanced Web Presence

The NCAA Sport Science Institute is pleased to announce the launch of its redesigned web presence. While information about the SSI may still be found at www.ncaa.org/ssi, the site has been enhanced to feature improved navigation, organization and access to health and safety content. The SSI invites you to visit the refreshed website and welcomes your feedback as it continues to update and improve this site to best serve student-athletes and the health and safety efforts on your campus.

NCAA CHOICES Application

The application for the 2017 NCAA CHOICES Alcohol Education Grants will open October 5. As part of an effort to educate students about the risks involved with the misuse of alcohol, NCAA CHOICES provides funding for NCAA member institutions and conference offices to integrate athletics into campus-wide efforts to reduce alcohol abuse. Proposals must be submitted through the NCAA Program Hub not later than 5 p.m. Eastern time February 15, 2017. For more information about NCAA CHOICES, including grant guidelines and a tutorial on writing a proposal, please visit www.ncaa.org/choices.

Sexual Assault Prevention Tool Kit

The Sexual Violence Prevention Tool Kit, endorsed by higher education associations, NCAA Association-wide committees and content matter experts, will feature five major areas of commitment with checklists and implementation tools to support athletics administrators in their efforts to prevent sexual violence on their campuses. A practical extension of the 2014 NCAA publication...
"Addressing Sexual Assault and Interpersonal Violence; Athletics' Role in Support of Healthy and Safe Campuses," the tool kit is expected to be available this October. Division III institutions will be notified via email upon its release. The tool kit will also be shared through the SSI Twitter account at @NCAA_SSI.

Online Mental Health Modules
This fall, the Sport Science Institute will release web-based educational modules for NCAA coaches, student-athletes, and faculty athletics representatives to increase awareness for student-athlete mental health and well-being and to help promote mental wellness and resiliency in an environment that encourages and destigmatizes help-seeking for mental health disorders. Additional information, including instructions for accessing the modules, will be shared with Division III institutions upon release. For more information on the NCAA's mental health efforts, visit the SSI website at www.NCAA.org/mentalhealth.

The SSI Needs Your Help!
We are looking for successful models of implementation for NCAA health and safety best practices. Please share your story of how the staff within your athletics department has implemented best practice guidance for mental health, cardiac care, or independent medical care by emailing the SSI at ssi@ncaa.org. We look forward to hearing from you!

DIVERSITY SPOTLIGHT INITIATIVE
This month, there were no submissions for the Diversity Spotlight Initiative. However, the NCAA’s diversity and inclusion presidential pledge is now available online for presidents and chancellors to affirm their commitment to ethnic, racial and gender diversity in the hiring process for athletics. All presidents and chancellors in Divisions I, II and III and conference commissioners are being encouraged to sign the pledge, which was approved by the Association’s Board of Governors in August. Click here for more information and to see a public listing of those who have signed the pledge.

The Diversity Spotlight Initiative recognizes and promotes outstanding diversity related projects, programming and initiatives that are occurring on Division III campuses and in conference offices. Each month, the program recognizes an institution or conference in regard to a diversity related event, program or initiative. All recipients receive $500 towards their next diversity initiative. To submit an initiative for consideration for October, please email Reed Fogle or Julian Jones, with a brief statement (no more than 500 words) as to why your institution or conference office deserves to be the spotlight recipient. Attach a video or photo if applicable. The nomination deadline is October 21.

SPECIAL OLYMPICS
2015-16 Contributions
Eighty-one (81) institutions and 13 conference offices reported Division III Special Olympics activities during the 2015-16 year involving approximately 7,500 Division III student-athletes and 10,100 Special Olympic athletes. The division dedicated just over 26,000 volunteer hours and raised a total of $40,827 as a result of these activities. The division also donated an additional $61,759 to Special Olympics generated from Division III Week initiatives ($22,559) and championship and enforcement fines ($39,200). The total amount donated to Special Olympics from fiscal year 2015-16 was $102,586.

Spotlight Poll
The NCAA Division III Special Olympics Spotlight Poll is a story-telling initiative located on ncaa.org/D3SpecialOlympics. It features new stories each month that highlight a Division III and Special Olympics joint activity or event. The story with the highest number of votes on the 25th day of each month is the winner. That institution or conference receives $500 to use for its next Special Olympics event. Both written and digital submissions are accepted. Featured stories are selected based on inclusion of the student-athlete perspective and Division III messaging. To submit a story for consideration, please email d3specialolympics@ncaa.org.

September Winner
After 3,635 total votes, Framingham State partners with Special Olympics and Albion College bowls with Special Olympians are the co-winners of the September Special Olympics Spotlight poll. Each institution garnered 48 percent of the total votes! Albion College and Framingham State University will each receive $500 to use for its next Special Olympics event.

October Nominees
Here are the stories for the October Special Olympics poll:
Click here to vote starting Saturday, October 1. The winner will be selected October 25, 2016.

ACADEMIC AND MEMBERSHIP AFFAIRS (AMA)

Rule of the Month
Click here for a short educational video that highlights several important areas of recruiting legislation related to off-campus camps and clinics. To view the video with closed captioning, users must turn on the closed captioning setting within YouTube.

2017 Legislation Chart
For a chart detailing the 2017 legislative proposals, including sponsor(s), intent and effective date, click here.

Second Publication of Proposed Legislation (SPOPL)
Information related to the 2017 NCAA Convention Division III Second Publication of Proposed Legislation (SPOPL) is now available on the NCAA website.

Legislative Timeline
The legislative timeline for the remainder of the 2016-17 legislative cycle is summarized below.

November 1: Deadline for amendments-to-amendments and all resolutions. All amendments-to-amendments (which do not increase the modification of the original amendment/proposal) and all resolutions must be received in the national office not later than 5 p.m. Eastern time November 1. 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, provided it is approved by two-thirds of the Council and copies are distributed before or during the business session.

November 15: The Official Notice will be available for distribution to the entire membership through a hard-copy mailing. The Official Notice includes all membership-sponsored legislation (as modified by a sponsor modification submitted by the September 15 deadline), all Presidents-Council sponsored legislation, all properly submitted amendments-to-amendments and resolutions (submitted by the November 1 deadline) and all position statements issued by the Division III Councils.

January 18-21, 2017: NCAA Convention: All delegates receive the NCAA Convention Program when they register at the Convention. The Convention Program contains the most up-to-date meeting schedule and other helpful Convention information. Changes of an editorial nature to the proposed legislation (as it appears in the Official Notice) will be noted for the membership on the Convention floor at the beginning of the Convention business session and will be distributed in a handout (if necessary).

Regional Rules Seminars
NCAA Constitution 3.2.4.15 (Convention and Regional Rules Seminar attendance) requires all Division III institutions to attend the NCAA Regional Rules Seminar (RRS) at least once in every three years. The three-year window for attendance includes attendance at the 2014, 2015 and 2016 RRS. Any institution that did not send a representative in 2015 or 2016 should plan to be in attendance at the 2017 Regional Rules Seminars. Registration will be available in Spring 2017. The 2016-17 RRS dates and locations: May 15-17, 2017, Indianapolis; and June 5-7, 2017, San Diego. Institutions that are members of the conferences hosting the 2017 Division III Conference Rules Seminar (Boston area) are permitted to count their attendance at that seminar for fulfillment of the once-in-three-year requirement.

Click here to see which schools are required to attend the 2017 Regional Rules Seminars.

ISSG Reminder
NCAA Constitution 6.3.1 requires all Division III institutions to conduct a comprehensive self-study and evaluation of their athletics programs at least once every five years. The full Institutional Self-Study Guide (ISSG) and requirements for supporting documentation are now available for completion. Click here for the user manual. This information must be entered into the electronic ISSG by all institutions; fax, hard copy or email submissions of the ISSG will not be accepted.
The ISSG can be accessed via the My Apps link on NCAA.org (if access has been granted by the institution's single-source sign-on administrator). Click here to see which schools are required to complete this year's ISSG and supporting documentation by June 1, 2017. Institutions that wish to see when their next ISSG is due for completion can find that information on their institution's page in the NCAA Directory. Institutions that need technical assistance are asked to send questions via email to Susan Roseman.

EDUCATIONAL INFORMATION

Division III Diversity Grants

Proposals are now being accepted for the Division III Diversity Grants: The Ethnic Minority and Women's Internship Grant and the Strategic Alliance Matching Grant. The internship grant provides grant funding for the salary and professional development of entry-level, administratively-focused positions. The Strategic Alliance Matching Grant like-wise provides grant funding for the salary and benefits of mid-to senior-level, administratively-focused positions in addition to funding for both professional development and technology expenses. The deadline to submit a proposal is 5 p.m. Eastern time January 30, 2017.

Emerging Leaders Seminar

The application is now open for the NCAA Emerging Leaders Seminar. For aspiring athletics administrators, the seminar is a professional development opportunity, at the NCAA national office, for more than 200 current graduate assistants and interns from member schools, conference offices and affiliate organizations. The 2017 seminar will take place January 25-27 in Indianapolis. The NCAA will cover the cost of lodging, meals and all program materials. Want to know more about the program? Go here and listen to former seminar participants, like Becca Yost (graduate assistant swim coach at Frostburg State University), talk about how the experience influenced their careers in college sports. Deadline to apply is Oct. 14, 2016.

DiSC Assessments Available

Use of the DiSC is strongly encouraged on member campuses. Participants gain personalized feedback on their specific leadership style, and student-athletes, coaches and administrators gain valuable understanding of each individual's unique behavioral style. Applying this knowledge can develop effective team dynamics, leadership, and communication among the group as a whole.

In 2016-17, each Division III school interested in utilizing the DiSC resource will be provided assessments for up to 50 student-athletes, as well as 30 coaches or administrators, at no cost. Funding is limited and requests will be allocated on a first-come, first-served basis. Click here, to learn more about the DiSC resource.

2017 Innovations Grant Applications

The NCAA will award $100,000 in grants for the 2017 calendar year to support campus based pilot programs designed to enhance student-athlete psychosocial well-being and mental health. For the call for proposals, sample proposals, 2017 evaluation rubric and FAQs, please visit the Innovations Grant website and look under the header "Information for Innovations Grant Applicants."

PROP UPDATES

Protests and Demonstrations

With the fall seasons underway, the NCAA encourages institutions to review the application of NCAA playing rules related to disruptions that might occur prior to or during athletics contests. Click here for more details.

Future Playing Rules Changes with Financial Impact

Click here to view a chart listing approved playing rules with a financial impact that have an effective date during the 2016-17 academic year or in the near future. This information is provided to help remind you of playing rules changes approved previously by the Playing Rules Oversight Panel (PROP). If you have any questions, please contact Dan Calandro.

Playing Rules Committees Survey Results

As part of the process of adding, altering and/or deleting playing rules, the NCAA playing rules committees conduct surveys with the membership to determine the interest in/opposition to existing rules and potential new rules. The survey results recently conducted in the sport of men's lacrosse are available on NCAA.org.

CHAMPIONSHIPS UPDATES
Championships Managers
For a list of the 2016-17, championships sport managers, click here.

THE NCAA RECORD
See the latest appointments, promotions and retirements in the NCAA Record.

COMMITTEE UPDATES
Several committees conducted in-person meetings in September.

NADIIIAA and D3CA Leadership, September 6-7
Championships Committee, September 11-13
Committee on Women's Athletics, September 14-15
Minority Opportunities Interest Committee, September 12-13
Interpretations and Legislation Committee, September 15-16
Nominating Committee, September 19

KEY DATES FOR OCTOBER THROUGH DECEMBER

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<td>TBD</td>
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<td>Dec. 11-14</td>
<td>Competitive Safeguards &amp; Medical Aspects of Sport Meeting</td>
<td>Los Angeles, California</td>
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<td>Dec. 17</td>
<td>Football Championship</td>
<td>Salem, Virginia</td>
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NCAA DIVISION III
PRESIDENTS AND MANAGEMENT COUNCILS
SUMMARY OF SUMMER 2016
QUARTERLY MEETINGS

KEY ACTION/DISCUSSION ITEMS:

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<td><strong>Indianapolis, IN</strong></td>
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<th><strong>ATTENDEES</strong></th>
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<tr>
<td>Nnenna Akotaobi, Swarthmore College</td>
<td>Teresa Amott, Knox College</td>
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<td>Stevie Baker-Watson, DePauw University</td>
<td>Alan Cureton, University of Northwestern, chair</td>
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<td>Brad Bankston, Old Dominion Athletic Conference</td>
<td>Jeff Docking, Adrian College</td>
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<td>Gail Cummings-Danson, Skidmore College</td>
<td>Margaret Drugovich, Hartwick College</td>
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<td>Shantey Hill, St. Joseph’s College</td>
<td>William Fritz, College of Staten Island</td>
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<td>Brit Katz, Millsaps College</td>
<td>Tori Haring-Smith, Washington and Jefferson College</td>
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<td>Chris Kimball, California Lutheran University</td>
<td>Sue Henderson, New Jersey City University</td>
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<tr>
<td>Dennis Leighton, University of New England, vice chair</td>
<td>Sharon Hirsh, Rosemont College</td>
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<td>Chris Ragsdale, Heartland Collegiate Athletic Conference</td>
<td>Rob Huntington, Heidelberg University</td>
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<tr>
<td>Tracey Ranieri, State University College at Oneonta, chair</td>
<td>L. Jay Lemons, Susquehanna University, vice chair</td>
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<td>Kate Roy, Lyndon State College</td>
<td>Tori Murden McClure, Spalding University</td>
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<td>Terry Small, New Jersey Athletic Conference</td>
<td>Elsa Nunez, Eastern Connecticut State University</td>
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<td>Julie Soriero, Massachusetts Institute of Technology</td>
<td>Tracey Ranieri, State University of New York at Oneonta, MC chair</td>
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<td>Taryn Stromback, Ohio Northern University</td>
<td>Matthew Shank, Marymount University</td>
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<td>Karen Tompston-Wolfe, Westminster College (Missouri)</td>
<td>Dennis Shields, University of Wisconsin, Platteville</td>
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<td>Troy Van Aken, Thiel College</td>
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<td>Greg Woods, Springfield College</td>
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<td>Gerald Young, Carleton College</td>
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<th><strong>ABSENTEES</strong></th>
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<td>Robert Davis, Jr., University of Scranton</td>
<td>Thomas Foley, Mount Aloysius College</td>
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<td>Frank Millerick, Becker College</td>
<td>Lex McMillan, Albright College</td>
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<td>Terry Wansart, Hunter College</td>
<td>Zorica Pantic, Wentworth Institute of Technology</td>
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<td>Dave Wolk, Castleton University</td>
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<th><strong>OTHER PARTICIPANTS</strong></th>
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<td>Scott Bearby, NCAA</td>
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<td>Jennifer Henderson, NCAA</td>
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<td>Jay Jones, NCAA</td>
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<td>Debbie Kresge, NCAA, recording secretary</td>
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<td>Kevin Lennon, NCAA</td>
<td>Louise McCleary, NCAA</td>
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<td>Rachael Seewald, NCAA</td>
<td>Adam Skaggs, NCAA</td>
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<td>Cari Van Senus, NCAA</td>
<td>Liz Suscha, NCAA</td>
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<td>Cari Van Senus, NCAA</td>
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1. **WELCOME AND ANNOUNCEMENTS.**

   July 18-19 Management Council. The meeting was called to order at 8:08 a.m. July 18 and 8:20 a.m. July 19, by the chair, Tracey Ranieri. The chair welcomed the Council and reviewed the agenda.

   August 4 Presidents Council. The meeting was called to order at 9:15 a.m. by the chair, President Alan Cureton. The chair welcomed the Council and reviewed the agenda.

2. **REVIEW OF RECORDS OF PREVIOUS MEETINGS.**

   **a. Management Council Meetings – April 18 and 19, 2016.**

      Management Council. The Management Council approved the summary of its April 18 and 19, 2016, meetings.

      Presidents Council. No action necessary.

   **b. Presidents Council Meeting – April 27 and 28, 2016.**

      Management Council. No action necessary.

      Presidents Council. The Presidents Council approved the summary of its April 27 and 28, 2016, meetings.

3. **COMMITTEE RECOMMENDATIONS AFFECTING DIVISION III.**

   **a. Division III Joint Presidents Council/Management Council Committees or Subcommittees.**

      **(1) Convention-Planning Subcommittee.**

      **(a) 2017 NCAA Convention - Educational Session Topics.**

      Management Council. The Council reviewed the subcommittee’s report regarding potential educational session topics. It endorsed the following recommendations:

      - Athletics department policies, best practices and handbooks (NADIIIAA sponsored).
      - Title IX compliance and role of the Senior Woman Administrator (SWA).
      - Human resource issues (e.g., FLSA, conducting a successful search).
President Council. No action was necessary.

(b) **2017 Convention Schedule.**

Management Council. The Council reviewed and approved the draft schedule noting new dates and times for several Association-wide sessions. To avoid conflicts, staff moved several Division III specific sessions. Key changes include the Honors Dinner slated for Wednesday evening and the Association luncheon moving to Friday.

President Council. No action was necessary.

(c) **Division III Governance Related Sessions.**

Management Council. The Council reviewed the subcommittee’s report noting the following governance related sessions for the 2017 Convention:

- **Special Olympics unified sports activity.** The activity will be an indoor unified event and has been moved to mid-day Thursday, instead of Wednesday afternoon, to allow more membership constituents to attend.
- **Athletics Direct Report (ADR) Institute.** The institute will begin Wednesday afternoon, January 18. The earlier start will allow participants to attend the Honors Celebration dinner.
- **Division III Student Immersion Program.** The application process is open in Program Hub from August 15 until October 1. The program will start a day earlier, which will allow attendees to attend the Honors Celebration dinner.

President Council. No action was necessary.

(d) **Issues Forum Format and Proposed Discussion Topics.**

Management Council. The Council reviewed the subcommittee’s report noting the following town hall and Q & A forum presentation topics:

- Presidents Council chair update on key hot topics.
- NCAA Sport Science Institute’s health and safety priorities.
- Convention legislative proposals.

President Council. No action was necessary.

(2) **Strategic Planning and Finance Committee.**

(a) **Proposed Updates to the Division III Strategic Plan.**

Management Council. The Council approved the proposed updates to the 2016-17 Strategic Plan and initiatives. Highlighted initiatives include supporting the Eligibility Center’s transition to a free registration process
for Division III prospective student-athletes; continued growth of the Special Olympics partnership; continued collaboration and enhancement of athletics communication directors; re-engaging faculty athletics representatives (FARs) and producing a best practices resource document; promote the Chancellor and Presidents outreach program; working with the Division III Commissioners Association (D3CA) to distribute a new best practices communication resource to enhance the relationship between presidents and conference commissioners; collaborate with the Office of Inclusion to develop LGBTQ programming; partner with the Sport Science Institute (SSI) regarding priority health and safety issues; creating specific programming for student-athletes attending the Convention; working with DIII Sportsmanship and Game Environment Working Group to identify best practices and provide tools and resources; focusing on graduation rates of teams and demographic groups that are lower than their counterparts; planning and implementing a Conference Rules Seminar for the summer of 2017 in New England; developing models to address the long-term use of the budget’s surplus; and continue to monitor championships policies.

Presidents Council. The Presidents Council approved the Management Council’s recommendation.

(b) Division III Budget.

Management Council. The Council reviewed the 2015-16 budget-to-actual as of June 30, 2016, the 2016-17 budget, and the future budget model. The 2016-17 budget reflects approved increases for both championship expenses as well as Division III initiatives.

Presidents Council. No action was necessary.

(c) Discussion of Punitive Measures Related to Restricted Membership Status.

Management Council. The Council noted the committee approved a policy change, submitted by the Membership Committee, that when a member institution is on restricted membership status, the Strategic Planning and Finance Committee would not change the denominator used for calculating the total amount of conference grant funding that a conference would receive in that year. Rather, the committee would direct the conference commissioner to prohibit any of the grant funding from being provided directly to the institution on restricted status, as required in the legislation.

Presidents Council. No action was necessary.
(d) Funding Newly Elected Incoming Student-Athlete Advisory Committee (SAAC) Members Funding to Attend Convention.

Management Council. The Council noted the committee reviewed a recommendation from SAAC regarding a policy change that would allow elected national SAAC members beginning their term following the conclusion of the Convention to receive funding to attend the Convention. The Strategic Planning and Finance Committee discussed this recommendation in detail and did not approve the recommendation. The committee noted the nominations timeframe will be earlier, thus allowing commissioners to use Tier One conference grant dollars to fund SAAC appointees to attend the Convention. The committee will reevaluate this recommendation, as well as the overall SAAC budget, during its June 2017 teleconference.

Presidents Council. No action was necessary.

(3) Joint Legislative Steering Subcommittee.

(a) Membership-Sponsored Proposals.

Presidents Council. The Joint Legislative Steering Subcommittee reviewed seven membership-sponsored proposals. The Presidents Council approved the subcommittee’s recommendation for the following membership-sponsored proposal to be included in the presidential grouping:

- Eligibility – Graduate and Postbaccalaureate Transfers. This proposal would permit a graduate student to participate in intercollegiate athletics at the institution of his or her choice. Current legislation permits a graduate or postbaccalaureate student to participate only at the institution from which the student-athlete received his or her undergraduate degree.

  The Presidents Council noted this proposal still needs to fully satisfy the sponsorship requirements by September 1 or it will be withdrawn.

- Playing and Practice Seasons – Baseball and Softball – Establishing an Optional Fall Competition Period. This proposal would provide member institutions with the option, in the sports of baseball and softball, of: (1) continuing to conduct a nontraditional segment in the fall and a traditional segment in the spring; or (2) establishing a two-period model that allows for traditional segment practice and competition during the fall.

  The Council agreed to reconsider in October whether this proposal should be included in the presidential grouping. The Council noted this proposal still needs to fully satisfy the sponsorship requirements by September 1 or it will be withdrawn.
(b) Governance-Sponsored Proposals.

Presidents Council. The Joint Legislative Steering Subcommittee reviewed four governance-sponsored proposals. The Presidents Council noted the following two proposals were identified by the subcommittee to be presidential in nature.

- **NCAA Membership – Conditions and Obligations of Membership – Independent Medical Care.** This proposal would specify that an active member institution shall: (1) 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; and (2) designate an administrator to oversee the institution’s athletic health care administration and delivery.

  The Presidents Council agreed to sponsor this proposal. The Administrative Committee will review the proposal in final legislative format on its teleconference in August.

- **Financial Aid – Financial Aid from Outside Sources in Excess of $1,000.** This proposal was to amend the limitations of outside financial aid awards as follows: (1) An institution shall not be required to review outside aid awards received by a student-athlete for compliance with Bylaw 15.2.3.5 unless the total aid received from outside sources exceeds $1,000; and (2) Outside aid awards that consider athletics leadership, ability, participation or performance, may not be used by a student-athlete if it restricts the recipient to attend a specific institution.

  The Presidents Council modified this legislation by removing the minimum monetary restriction and agreed to sponsor the proposal as modified. The Administrative Committee will review the revised proposal in final legislative format on its teleconference in August, and the Council will review again during its October meeting.

b. Management Council Subcommittees.

(1) **Subcommittee for Legislative Relief.**

Management Council. The subcommittee had no formal report. No action was necessary.

Presidents Council. No action was necessary.
(2) **Playing and Practice Seasons Subcommittee.**

(a) **Review Standardization of Contest Exemptions Concept.**

Management Council. The Council agreed to sponsor legislation for the 2017 Convention to standardize annual contest exemptions. The proposal maintains existing conference and season-ending championships exemptions, and allows each sport two discretionary annual contest exemptions (e.g., scrimmage, exhibition or joint practice). All other standard and sport-specific contest exemptions would be eliminated.

Presidents Council. No action was necessary.

(b) **Review Baseball Two-Period Model Concept.**

Management Council. The Council noted that the subcommittee is still collecting and analyzing data and is not prepared to propose 2017 Convention legislation regarding the concept of a potential split season for baseball. The subcommittee will collaborate with the baseball committee on a survey to all baseball coaches, athletics directors and commissioners to collect additional information. The subcommittee also noted that a membership proposal has been submitted for the 2017 Convention which would allow a split season in baseball and softball.

Presidents Council. No action was necessary.

c. **Division III Committees.**

(1) **Championships Committee.**

(a) **Wrestling Committee Composition.**

Management Council. The Council approved the committee’s recommendation that the Division III Wrestling Committee increase from four to six members.

In 2011, a regional format was established that created six competitive regions, which resulted in two regions not having representation on the four-member committee. The request to add two committee members aligns wrestling with other Division III sports in terms of having one committee member per region.

Both the Management and Presidents Councils previously supported this recommendation and its associated expense as part of other championships budget recommendations.

Presidents Council. No action was necessary.
(b) Selection Criteria – Results versus Ranked Opponents.

Management Council. The Council approved the committee’s recommendation that the selection criteria be adjusted to include consideration of the data from the final ranking and the preceding ranking when considering results versus ranked opponents, rather than the current criterion, which allows consideration for only the results versus teams ranked at the time of selection.

 Presidents Council. No action was necessary.

(c) Selection Criteria – Nonconference Strength of Schedule.

Management Council. The Council approved the committee’s recommendation that nonconference strength of schedule be added to secondary selection criteria.

The strength of a team’s conference influences its strength of schedule (SOS). A separate comparison of SOS outside of conference competition gives sport committees a strong indicator of how teams are competing and scheduling beyond their guaranteed conference contests. As a secondary criterion, the data point supplements the current SOS calculation that considers all contests (both conference and nonconference play), and helps sport committees evaluate teams for regional rankings and select them for at-large berths.

 Presidents Council. No action was necessary.

(d) Allocation of Berths for Championship Selection.

Management Council. The Council noted the committee’s continued discussion of Pool B berths for championship selection. Ultimately, the committee denied the original recommendation from the men’s and women’s tennis committees to combine all Pool B and C berths for at-large selections. The committee remained particularly sympathetic to independent schools and those that are in conferences that sponsor the sport but do not have enough schools to meet the automatic qualification requirements. Alternatively, the committee suggested that sport committees adopt a Pool B national ranking to be published in conjunction with the final weekly ranking. The committee will seek feedback on the idea of a Pool B ranking during its September 2016 in-person meeting with sport committee chairs.

 Presidents Council. No action was necessary.
(e) **Charter Seat Review.**

Management Council. The Council noted the NCAA staff reviewed results of the charter flight pilot program implemented in 2015-16. The pilot program provides a fixed ticket cost for student-athletes, staff or others affiliated with the participating team who do not fit within the reimbursable travel party size. Many of the institutions traveling by charter flight took advantage of the fixed ticket cost, particularly for football; as a result, the pilot program has not incurred any expense. The committee will monitor the results from the spring championship season to further evaluate the program.

Presidents Council. No action was necessary.

(f) **Women’s Basketball Consolation Game.**

Management Council. The Council noted that the committee approved the recommendation to eliminate the consolation game during the Division III Women’s Basketball Championship. After receiving feedback, the women’s basketball committee believes that the consolation game does not enhance the student-athlete experience.

Presidents Council. No action was necessary.

(2) **Committee on Infractions.**


Management Council. The Council agreed to adopt an administrative regulation to amend the deadline for receipt of written material to be considered by the NCAA Committee on Infractions from 10 days to 30 days prior to the date of the hearing.

Presidents Council. No action was necessary.

(3) **Financial Aid Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

(4) **Infractions Appeals Committee.**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.
(5) **Interpretations and Legislative Committee (ILC).**

(a) **Approval of Official Interpretation – Voluntary Out-of-Season Institutional Fundraising Events Involving Athletics Ability.**

Management Council. The Council approved the following official interpretation:

Voluntary Out-of-Season Institutional Fundraising Events Involving Athletics Ability (III). The committee confirmed that student-athletes are not permitted to practice or compete under the guise of a fundraising event outside of the playing and practice season. As such, coaching staff members may not assess or provide instruction to student-athletes as part of a permissible fundraising event that occurs outside of the playing season.

Additionally, a student-athlete may not compete as part of a team in the student-athlete’s sport if the fundraising event is organized, administered by, or benefits the athletics department (in individual sports, such units as golf foursomes, doubles tennis teams and relay teams in track and field are not considered to be team competition). Student-athletes are permitted, however, to participate in out-of-season fundraising events: (1) as an individual in an individual sport (e.g., Institutional 5K, golf outing); (2) that are administered outside of athletics and do not benefit the athletics department; or (3) in a sport other than the sport(s) in which the student-athlete participates at the institution.

[References: NCAA Division III Bylaws 17.02.1.1 (athletically related activities); 17.02.1.1.1 (exceptions) and 17.02.8 (intercollegiate competition)]

This interpretation was developed from the 2016 Question and Answer document addressing Question Nos. 2 and 3 for NCAA Division III Proposal No. 2016-6. The interpretation provides guidance on the types of fundraising activities that are exempt from the athletically related activities legislation based on the adoption of Proposal No. 2016-6.

Presidents Council. No action was necessary.

(b) **Approval of Official Interpretation – Varsity Coach Involvement with Institutional Club Team.**

Management Council. The Council approved to archive an official interpretation (12/12/1994, Item No. 14) and approve the following official interpretation:

Varsity Coach Involvement with Institutional Club Team (III). The committee determined that a member institution’s coach may not be involved in any capacity outside the declared playing and practice season with an institutional club team, in any sport, if the institutional club team includes a student-athlete from that coach’s sport.
References: NCAA Division III Bylaws 17.1.5 (out-of-season athletically related activities), 17.1.5.2.1 (involvement of coaching staff) and an Official Interpretation (12/121994, Item No. 14), which has been archived.

Presidents Council. No action was necessary.

(c) Approval of Official Interpretation – Conference Membership for Retention of the Automatic Qualification via the Grace Period.

Management Council. The Council approved the following official interpretation:

Conference Membership Requirements for Retention of the Automatic Qualification via the Grace Period (III). The committee confirmed that provisional and reclassifying members neither count toward the four institutions necessary to retain the automatic qualification via the grace period nor toward the seven institutions necessary to retain the automatic qualification at the expiration of the grace period.

References: NCAA Division III Bylaws 3.3.1.2.4 (grace period) and 31.3.3.1.3 (grace period).

This interpretation was developed from the 2016 Question and Answer document addressing Question No. 1 for NCAA Division III Proposal No. 2016-9. The interpretation provides clarification that provisional and reclassifying members do not count towards retaining an automatic qualification via the grace period.

Presidents Council. No action was necessary.

(d) Approval of Official Interpretation – Conference Membership for Retention of the Automatic Qualification via the Grace Period.

Management Council. The Council approved the following official interpretation:

Conference Membership Requirements for Establishing a New Automatic Qualification (III). The committee confirmed that a conference must have a minimum of seven active Division III member institutions (as opposed to provisional or reclassifying institutions) participating in a specific sport to be eligible for an automatic qualification for the NCAA championship in that sport. Therefore, while a conference may count provisional or reclassifying members toward the requisite number of conference members necessary to begin the two-year waiting period, the conference would not be eligible for the automatic qualification until the two-year waiting period has been satisfied and those members have been granted active member status.
[References: NCAA Division III Bylaws 31.3.3.1.1 (additional requirements – multisport conference) and 31.3.3.1.2 (additional requirements – single-sport conferences)]

This interpretation was developed from the 2016 Question and Answer document addressing Question No. 2 for NCAA Division III Proposal No. 2016-9. The interpretation provides clarification that while a provisional or reclassifying institution may be used to satisfy the requisite number of conference members necessary to begin the two-year waiting period, the conference would not be eligible for the automatic qualification until the two-year waiting period has been satisfied and those members have been granted active member status.

Presidents Council. No action was necessary.

(e) Discussion of Division III Institutions that Sponsor Division I Sports.

Management Council. The Council noted the committee discussed the requirement that Division III institutions that sponsor a Division I sport must apply the rules of both divisions, or the more stringent rule if both divisions have a rule concerning the same issue for that particular sport. The committee recognized that the burden of explaining the legislative distinctions amongst sports at the same institution (Division I sport versus Division III sports) would be on the individual institutions. [See Page No. 14, Item (6) (c)]

Presidents Council. No action was necessary.

(6) Membership Committee.

(a) Class Size Limit – NCAA Bylaw 20.3.2 (Class Size and Assignment).

Management Council. The Council approved the committee’s recommendation to sponsor Convention legislation to modify the limitations on the number of institutions admitted to the provisional or reclassifying membership program to indicate that “there shall be a maximum of four institutions admitted in any one year, with no more than 12 total institutions participating in all years of the provisional or reclassifying program.”

In setting an overall limit on the number of schools in the new membership process at any time, the Membership Committee aims to improve the quality of attention and service provided to each new member institution. Limiting the number of institutions in the process to 12 will allow each school to have an experienced mentor, and allow new members to spend one year on the committee before becoming a mentor. Institutions in the exploratory year would not be included in the limit calculation.

Presidents Council. No action was necessary.
(b) **Elements – Bylaw 20.3.2 (Class Size and Assignment).**

**Management Council.** The Council approved the committee’s recommendation to sponsor noncontroversial legislation to clarify that the four legislated elements to be reviewed during an institution’s evaluation for acceptance and placement in the provisional/reclassifying membership process are each items for consideration that are not ordered by priority, and to add an institution’s current provision of athletics aid as an additional element to be considered during evaluation.

Each legislated criterion the Membership Committee reviews when conducting candidacy evaluations is evaluated in conjunction with the others, with no one element favored over another. When taken as a whole, these attributes are predictive of an incoming member institution’s membership success, and, are not reviewed independent of each other. In addition, the committee has noted over time that whether a membership candidate institution offers athletically related financial aid has an impact on future membership success. These revisions to the legislation will clarify how the committee evaluates candidate institutions.

**Presidents Council.** No action was necessary.

(c) **Multi-division Institutions.**

**Management Council.** The Council noted the committee discussed the legislated requirement that Division III institutions that sponsor a Division I sport must apply the rules of both divisions, or the more stringent rule if both divisions have a rule concerning the same issue for that particular sport. Committee members noted the legislation can cause restrictions that detrimentally impact Division III transfer student-athletes when compared to their Division I counterparts. [See Page No. 13, Item (5) (e)]

The committee agreed not to take immediate action, but instead to solicit information from the institutions directly impacted by this legislation, with the intent to determine if those 12 institutions are in consensus on the direction that should be taken with this legislation and to discuss the feedback at a later meeting.

**Presidents Council.** No action was necessary.

(d) **Active and Provisional/Reclassifying Membership.**

**Management Council.** The Council noted that the Membership Committee elected the following institutions to active Division III membership per Constitution 3.2.3.3:

- Houghton College;
- Southern Virginia University; and
- University of Valley Forge.
The Membership Committee also approved the advancement of the following provisional and reclassifying institutions currently in the provisional/reclassifying process as follows, effective September 1, 2016:

Year one to year two:
• Belhaven University.

Year two to year three:
• Alfred State College;
• Illinois Institute of Technology (conditional approval);
• Iowa Wesleyan College; and
• McMurry University.

Year two to year four (received waiver of year three):
• Berea College;
• Bryn Athyn College; and
• Pennsylvania College of Technology.

The Membership Committee rejected the annual program assessment from Rust College and will place the institution on restricted status effective September 1, 2016, as a result of its second failure to meet sports sponsorship requirements during the 2015-16 academic year. Additionally, while the committee approved Trinity Washington University’s program assessment, the institution also failed to satisfy overall sports sponsorship for a second consecutive year and will automatically be placed on restricted status.

Finally, the Council heard the committee’s recommendation to have more presidential involvement to foster intervention processes and ultimately mitigate the number of institutions that fail to meet sport sponsorship requirements.

Presidents Council. No action was necessary.

(7) Nominating Committee.

• Governance Committee Appointments.

Management Council. The Council approved the following committee appointments:

○ Committee on Competitive Safeguards and Medical Aspects of Sports – Josh Ellow, alcohol/other drugs counselor and educator, Swarthmore College.
○ Division III Nominating Committee (immediate vacancy replacing Sharon Beverly) – Andrea Belis, senior woman administrator, Becker College.

Presidents Council. No action was necessary.
(8) **Student-Athlete Advisory Committee (SAAC).**

(a) **2017 Convention – Potential Polar Plunge.**

Management Council. The Council noted the committee discussed the logistics of conducting a polar plunge in Nashville during the 2017 Convention. The committee would like to see this activity conducted on-site at Convention if possible. If an on-site event is not possible, the committee would forego a polar plunge and instead conduct a unified sports activity as has been done in previous years.

Presidents Council. No action was necessary.

(b) **Committee Goals, Partnerships and Communications for 2016-17.**

Management Council. The Council noted the committee discussed its goals and priorities for the 2016-17 academic year and determined it should focus on three primary items: (1) funding for SAAC leaders at Convention; (2) sportsmanship and game environment; and (3) mental health.

Presidents Council. No action was necessary.

(9) **Student-Athlete Reinstatement Committee.**

- **Noncontroversial Legislation – Hardship Waiver Numerator.**

Management Council. The Council approved the committee’s recommendation to sponsor in concept noncontroversial legislation to clarify that, in order to qualify for a hardship waiver or a season of participation – participation while eligible waiver, a student-athlete may not have participated in more contests or dates of competition than a number equivalent to one-third of the standard denominator, where the standard denominator is determined by adding one contest or date of competition to the maximum number of contests or dates of competition.

This proposal would amend the legislative language to more clearly reflect the intended method of calculating one-third of the maximum contests or dates of competition plus one contest or date of competition.

Presidents Council. No action was necessary.

d. **Association-Wide Committees.**

(1) **Competitive Safeguards and Medical Aspects of Sports (CSMAS).**

- **NCAA Constitution 3 – NCAA Membership – Conditions and Obligations of Membership – Independent Medical Care.**

Management Council. The Council approved the committee’s recommendation that the Presidents Council sponsor legislation. [See Page No. 7, Item (3) (b)]
Presidents Council. The Presidents Council approved the Management Council’s recommendation.

(2) Committee on Sportsmanship and Ethical Conduct.

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

(3) Committee on Women’s Athletics (CWA).

(a) NCAA Ethnic Minority and Women Enhancement Postgraduate Scholarship Increase.

Management Council. The Council endorsed the recommendation from CWA and the Minority Opportunities Interest Committee (MOIC) for an inflationary increase from $7,500 to $8,500 for each ethnic minority and women enhancement scholarship award. The increase mirrors the recent request by the Postgraduate Scholarship Committee. The increase would add $26,000 to the current $195,000 annual Association-wide budget, which constitutes approximately a 12 percent increase.

Presidents Council. No action was necessary.

(b) Emerging Sports for Women Process Guide.

Management Council. The Council noted the committee had an extensive discussion on the latest version of the new process guide. The guide provides more comprehensive information on the emerging sport process, from required content for proposals to be considered for the list to the potential legislative recommendation to each divisional body. The committee discussed the appropriate reporting timeline for current emerging sports on the list to ensure that emerging sports are progressing toward the minimum number of 40 varsity programs to be eligible for an NCAA championship. The updated process guide will be distributed to the committee and further discussion will take place in an early summer teleconference. The committee’s goal is to make the finalized process guide available to the leadership of Divisions I, II and III governance committees this summer and to the entire membership this fall.

Presidents Council. No action was necessary.

(4) Honors Committee

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.
(5) **Minority Opportunities and Interests Committee (MOIC).**

(a) **NCAA Ethnic Minority and Women Enhancement Postgraduate Scholarship Increase.**

Management Council. See CWA report, Page No. 17, Item (3) (a).

Presidents Council. No action was necessary.

(b) **Committee Structure, Policy and Procedures.**

Management Council. The Council noted the committee discussed the demographic composition of the current roster and acknowledged the need for greater participation of individuals from various underrepresented populations. Committee members suggested intentional recruitment of individuals to help diversify the representation of minority identities as referenced in the MOIC mission statement. The committee also discussed the current composition of the committee as it relates to student-athlete representation and voice. The committee weighed the possibility of allowing the three student-athlete representatives to vote independently. Currently, the student-athletes have one combined vote. The proposed change would create 18 voting members instead of 15 individual votes and one combined student-athlete engagement and voice within the governance structure. As there are other Association-wide committees with student-athlete representation that have similar composition, the committee charged staff with researching the possibility of changing the legislation to allow each student-athlete to have one vote and discussing with these other committees whether there is an interest in changing this legislation across the board.

Presidents Council. No action was necessary.

(6) **Olympic Sports Liaison Committee (OSLC).**

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

(7) **Playing Rules Oversight Panel.**

- **Division I Sport Oversight Committees.**

Management Council. The Council heard an update on proposed models from the Division I Men’s and Women’s Basketball and Football Oversight Committees. The oversight committees continue to discuss alternative ways to increase the Division I influence on the playing rules in those sports. The oversight committees received feedback from the Division II and III Management Councils in April to work within the
current structure and take a proactive approach with the playing rules committees. The oversight committees made three new requests: (1) Increase the Division I representation by two on the Playing Rules Oversight Panel (PROP); (2) Increase the Division I representation by two on the Football, Men’s Basketball and Women’s Basketball Playing Rules Committees; and (3) Require the chair of PROP be from a Division I institution.

The Council maintained its position of no support for a change that would increase the number of Division I members on PROP and the respective sport rules committees. The Council emphasized that it favored continued divisional collaboration, communication and maintenance of the shared responsibility for the image of the game and the navigation of future challenges that impact these sports within the existing committee structure.

Presidents Council. No action was necessary.

(8) Postgraduate Scholarship Committee.

- Budget Approval Process.

Management Council. The Council reviewed the committee’s report noting the budget approval process with regard to the increase of scholarship money from $7,500 to $8,500. Currently this award allows for deferment for up to three years and individuals can’t receive the money until enrolled in grad school. The Council heard that a significant number of recipients defer, with the money going unused. The Council also recommended staff research other prestigious postgraduate scholarships deferment policies.

Presidents Council. No action was necessary.

(9) Research Committee.

Management Council. The committee had no formal report. No action was necessary.

Presidents Council. No action was necessary.

(10) Walter Byers Scholarship Committee.

Management Council. The Council reviewed the report. No action was necessary.

Presidents Council. No action was necessary.

4. PROPOSED LEGISLATION FOR THE 2017 CONVENTION.

a. Review noncontroversial legislation approved by the Management Council.

Management Council. The Council approved noncontroversial legislation to clarify that the existing provision that allows a student to practice while a Division III Subcommittee for Legislative Relief waiver is pending only suspends the season of participation legislation and does not permit the student to practice if the student is not otherwise eligible for practice.

Presidents Council. No action was necessary.

(2) **NC-2017-3 – Awards and Benefits – Competition While Representing Institution on a Foreign Tour.**

Management Council. The Council approved noncontroversial legislation to specify that an institution may provide the cost of round-trip transportation for a student-athlete to travel from campus to the locale of the institutional foreign tour and back to campus even if the student-athlete does not travel with the team on an institutional foreign tour.

Presidents Council. No action was necessary.

(3) **NC-2017-4 – Membership – Conditions and Obligations of Membership – Self-Study Guide.**

Management Council. The Council approved noncontroversial legislation to remove from the legislation, the identification of subjects to be covered by the Conference Self-Study Guide and Institutional Self-Study Guide.

Presidents Council. No action was necessary.


Management Council. The Council approved noncontroversial legislation to clarify that Division III member institutions may satisfy the Division III Regional Rules Seminar attendance requirement by attending a Division III Conference Rules Seminar.

Presidents Council. No action was necessary.

(5) **NC-2017-6 – Membership – Credit for Time Served in the Provisional or Reclassifying Membership Period.**

Management Council. The Council approved noncontroversial legislation to remove the requirement that an institution’s previous time in the provisional or reclassifying membership process must be completed within the last 10 years in order to be eligible for a waiver of a portion of the provisional or reclassifying membership period.

Presidents Council. No action was necessary.
b. **Review of Membership-Sponsored Legislation.** [NOTE: The Joint Legislative Steering Subcommittee reviewed on its July 26 teleconference all membership-sponsored legislation properly submitted by the July 15 deadline; however, not all proposals had been properly sponsored for Convention vote.]

(1) **Organization – Board of Governors – Increase Division II and Division III Representation.** This proposal is to increase, from two to four each, the number of Division II and III voting representatives (chancellors or presidents) on the NCAA Board of Governors.

Management Council. The Council reviewed the membership-sponsored proposal and did not forward it to any committee within the substructure for review noting this is an issue of presidential concern.

Presidents Council. The Presidents Council was informed that this proposal would be withdrawn as a single division may not propose an amendment to a dominant provision. Rather, only the Board of Governors can sponsor an amendment to a dominant provision. No action was necessary.

(2) **Legislative Authority and Process – Amendment Process – Reconsideration – Eliminate Window of Reconsideration and Prohibit Additional Reconsideration.** [NOTE: This proposal has until September 1 to satisfy proper sponsorship or it will be withdrawn.] This proposal would eliminate the opportunity to reconsider an amendment following confirmation of an affirmative or negative vote on that amendment by the presiding officer.

Management Council. The Council reviewed the membership-sponsored proposal and forwarded it to the Interpretations and Legislative Committee (ILC) to recommend an official position.

Presidents Council. No action was necessary.

(3) **Recruiting – Tryouts and Camps and Clinics – Deregulating Camps and Clinics.** This proposal would deregulate the tryout events and camps and clinics legislation to allow institutions to host or conduct events involving prospective student-athletes, provided those events are: (1) open to the general public; (2) do not offer free or reduced admission to prospective student-athletes.

Management Council. The Council reviewed the membership-sponsored proposal and forwarded it to ILC and the Student-Athlete Advisory Committee (SAAC) to recommend an official position.

Presidents Council. No action was necessary.

(4) **Eligibility – Graduate and Postbaccalaureate Transfers.** [NOTE: This proposal has until September 1 to satisfy proper sponsorship or it will be withdrawn.] This proposal would permit a graduate student to participate in intercollegiate athletics at the institution of his or her choice.
Management Council. The Council reviewed the membership-sponsored proposal and forwarded it to ILC, Subcommittee for Legislative Relief and SAAC to recommend an official position.

Presidents Council. No action was necessary.

(5) Playing and Practice Seasons – Baseball and Softball – Establishing an Optional Fall Competition Period. [NOTE: This proposal has until September 1 to satisfy proper sponsorship or it will be withdrawn.] This proposal is to provide member institutions with the option, in the sports of baseball and softball, of: (1) continuing to conduct a nontraditional segment in the fall and a traditional segment in the spring; or (2) establishing a two-period model that allows for traditional segment practice and competition during the fall.

Management Council. The Council reviewed the membership-sponsored proposal and forwarded it to the Playing and Practice Seasons Subcommittee (PPSS), SAAC, Baseball and Softball Committees and the Committee on Competitive Safeguards and Medical Aspects of Sports (CSMAS) to recommend an official position.

Presidents Council. No action was necessary.

(6) Playing and Practice Seasons – General Playing Season Regulations – Required Day Off for Track and Field Indoor/Outdoor and Swimming and Diving. This proposal is to eliminate the requirement that the mandatory day off for track and field and swimming and diving programs be the same day for every student-athlete.

Management Council. The Council reviewed the membership-sponsored proposal and forwarded it to PPSS, SAAC, Track & Field Committees and Swimming and Diving Committees to recommend an official position.

Presidents Council. No action was necessary.

(7) Playing and Practice Seasons – Field Hockey and Lacrosse – Preseason Joint Practice, Scrimmage or Exhibition – Exemption from Maximum Contest and Date of Competition Limitations. [NOTE: This proposal has until September 1 to satisfy proper sponsorship or it will be withdrawn.] This proposal is to allow field hockey and lacrosse teams to conduct an exempted scrimmage, exhibition or joint practice with outside competition prior to the first permissible contest or date of competition.

Management Council. The Council reviewed the membership-sponsored proposal and forwarded it to PPSS, SAAC and the Field Hockey and Lacrosse Committees to recommend an official position.

Presidents Council. No action was necessary.
5. **CHAIR AND VICE CHAIR ELECTIONS.**

   a. **Management Council Elections for 2017.**

      Management Council. The Council elected Brit Katz, vice president and dean of student life, Millsaps College as chair for 2017 and Shantey Hill, assistant vice president and senior director of athletics, St. Joseph’s College as vice chair.

      Presidents Council. No action was necessary.

   b. **Presidents Council Leadership.**

      Presidents Council. All potential leadership candidates were encouraged to forward their interest to staff. The Presidents Council Nominations Subcommittee will discuss recommendations in September and forward a report to the Council at its October meeting.

6. **DIVISION III INITIATIVES AND UPDATES.**

   a. **Diversity and Inclusion Working Group.**

      Management Council. The Council received an update on the recent work and next steps of the working group, in particular three new diversity initiatives recently approved by the Strategic Planning and Finance Committee (SPFC):

      (1) Additional programming for ethnic minority students that could model the NCAA’s Leadership Institute (e.g., a three- to four-day intensive professional development program in Indianapolis in June for ethnic minority students selected to attend the Convention. Participants must show a high level of interest in pursuing a Division III athletics career.)

      (2) Senior woman administrator (SWA) professional development. Enhance the current programming offered in conjunction with the annual NACWAA Convention in October (e.g., expand the program from a half-day to a day and a half professional development opportunity).

      (3) Conference grant funding specifically for programming and/or internships. Separate from the Conference Grant Program, provide funding to conference offices, on request, to fund either internships or programming for ethnic minority and female students (e.g., the North Coast Athletic Conference’s Branch Rickey Program).

      Further, the working group anticipates creating and distributing a hiring best practices guide by the 2017 Convention.

      Presidents Council. No action was necessary.
b. **Sportsmanship and Game Environment Working Group.**

Management Council. The Council received an update on the working group’s six proposed learning modules:

- Introduction;
- An assessment tool;
- The Division III fan experience – cultivating a daily championship mindset;
- Assistance with conflict resolution or bystander intervention;
- A campus action plan; and
- Student-athlete input and resources.

Presidents Council. No action was necessary.

c. **360 Proof and NASPA Collaborative.**

Management Council. The Council received an update noting there are 191 institutions currently registered for 360 Proof. The results from the Program Assessment will be reviewed to see how best to implement within the program. In addition, the committee has begun discussions to hire a marketing firm to further promote this initiative.

Presidents Council. No action was necessary.

d. **Division III Identity Initiative.**

Management Council. The Council received a status report on the Division III Identity Initiative including an update on the new assistant director for governance communications, Division III Week, branding initiatives, DIII/D3SIDA Recognition Award, social media, Special Olympics and the Purchasing Website.

Presidents Council. No action was necessary.

e. **2016 Governance Scorecard.**

Management Council. The Council reviewed the results of the 2015-16 governance scorecard. The scorecard is a tool that allows Division III committee members to evaluate how well NCAA staff liaisons performed specific tasks and how important those tasks were to committee members. Based on a five-point scale, the overall performance rating was 4.64.

Presidents Council. The Presidents Council reviewed the results of the 2015-16 governance scorecard.

f. **Institutional Performance Program (IPP) Update.**

Management Council. The Council received an update on IPP noting the target launch date for Division III is October 1. Both the institutional and conference level versions will be released at that time, with promotional materials distributed in August and September through the Monthly Update.

Presidents Council. No action was necessary.
g. **Faculty Athletics Representatives (FAR) Engagement.**

Management Council. The Council continued its discussion on ways for FARs to be more engaged at the institutional and conference levels. Two stated concerns were (1) Presidents selecting FARs without input from the athletics director, and (2) A high percentage of FARs not receiving release time or a stipend. Both concerns hinder the relationship between the FAR and athletics director. Next steps include creating a work group with representation from the Council, Faculty Athletics Representative Association (FARA) Division III leadership, and other membership constituents; conducting a survey of current Division III FARs; developing a best practices resource; and collaborating with conference commissioners.

Presidents Council. No action was necessary.

h. **Presidents and Commissioners Communication Guide.**

Management Council. The Council received a final version of the best practice guide noting that hard copies were mailed to all Division III presidents and commissioners, with electronic correspondence to athletics directors and athletics direct reports.

Presidents Council. No action was necessary.

i. **Feedback from Conference Meetings.**

Management Council. The Council reviewed reports from conference visits. No action was necessary.

Presidents Council. No action was necessary.

7. **ASSOCIATION-WIDE UPDATES AND ISSUES.**

a. **Board of Governors Update.**

(1) **Board of Governors (BOG) Composition.**

Management Council. The Council received an update on on-going discussions related to the board’s composition.

Presidents Council. The Council noted that the Board of Governors passed a resolution that continues its ongoing evaluation of the Board’s composition and responsibilities. Using feedback from all three divisions, the Board’s Ad Hoc Committee on Structure and Composition will craft a recommendation regarding the Board’s composition – currently, 12 members from Division I and two each from Divisions II and III – and responsibilities no later than April 2017.
(2) **Ad Hoc Committee on Cultural Diversity and Equity.**

**Management Council.** The Council received an update on the Board of Governors Ad Hoc Committee on Cultural Diversity and Equity.

**Presidents Council.** The Presidents Council received an update on the Board of Governors Ad Hoc Committee on Cultural Diversity and Equity noting that presidents and chancellors at NCAA member colleges and universities will be encouraged to sign the “Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics” to achieve ethnic and racial diversity and gender equity in college sports hiring practices.

(3) **Fair Labor Standards Act.**

**Management and Presidents Councils.** The Councils received information on the Fair Labor Standards Act [FLSA].

b. **Sport Science Institute (SSI) updates.**

**Management Council.** The Council received an update on the draft year-round football practice contact recommendations from February’s Second Safety in College Football Summit. SSI anticipates sending these recommendations to the membership no later than September.

c. **Litigation Update.**

**Management Council and Presidents Council.** The Councils received a litigation update. No action was necessary.

d. **Governmental Relations Report.**

**Management and Presidents Councils.** The Councils accepted the Governmental Relations Report. No action was necessary.

8. **OTHER BUSINESS AND OPEN FORUM.**

- **Vice Chair of the Management Council.**

  **Management Council.** Dennis Leighton, current vice chair of the Management Council, resigned from his vice chair position for the remainder of 2016.

9. **ADJOURNMENT.**

  **Management Council.** The Council meeting adjourned at 4:03 p.m. Monday, July 18 and 11:45 a.m. Tuesday, July 19.

  **Presidents Council.** The Presidents Council meeting adjourned at 8:57 p.m. Wednesday, August 3 and 12:10 p.m. Thursday, August 4.
REPORT OF THE NCAA DIVISION III
ADMINISTRATIVE COMMITTEE
AUGUST 3, 2016

ACTION ITEM.

• None.

INFORMATIONAL ITEMS.

• Management Council Vice Chair. The Administrative Committee, while attending the President’s Advisory Group meeting, formally approved the appointment of Brit Katz as vice chair for the remainder of 2016 and through the 2017 Convention.

Committee Chair: Alan Cureton, University of Northwestern
Staff Liaisons: Dan Dutcher, Division III Governance
             Jay Jones, Division III Governance
             Debbie Kresge, Division III Governance
             Louise McCleary, Division III Governance

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ACTION ITEM.

• None.

INFORMATIONAL ITEMS.

1. 2017 NCAA Convention Legislation. The Administrative Committee reviewed and approved, as written or amended, the following 2017 NCAA Convention legislative drafts sponsored by the NCAA Division III Presidents and Management Councils, consistent with the September 1 deadline.

   a. NCAA Membership – Conditions and Obligation of Membership – Independent Medical Care. This proposal would specify that an active member institution shall: (1) establish an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of primary athletics health care providers (team physicians and athletics trainers) to determine medical management and return-to-play decisions related to student-athletes; and (2) designate an athletics healthcare administrator to oversee the institutions athletics health care administration and delivery.

      The committee updated the rationale statement to read that no coach shall serve as the sole supervisor for any medical provider, nor have sole hiring, retention, and dismissal authority over that provider. Further clarification will be included in the Q&A document written by ILC; as well as a white paper from the Sports Science Institute.

   b. Financial Aid from Outside Sources that Consider Athletics Leadership, Ability, Participation or Performance – Restriction on Recipient’s Choice of Institutions. This proposal would amend the limitations of outside financial aid awards to preclude the donor of an outside aid award that considers athletics leadership, ability, participation or performance from restricting the recipient to attend a specific institution.

   c. Playing and Practice Seasons – General Playing Season Regulations – Standardization of Annual Contest and Date of Competition Exemptions. This proposal would standardize annual contest and date of competition exemptions. Specifically, it would allow each sport to exempt participation in the following: (1) conference championship; (2) season-ending tournament; and (3) two scrimmages, exhibitions or joint practices. Additionally, the proposal would allow the two scrimmages, exhibitions or joint practices to occur prior to the first permissible contest date in all sports other than wrestling.

   d. Membership – Provisional or Reclassifying Membership – Class Size and Assignment – Provisional Program Size Limit. This proposal would limit the total number of participants in the provisional or reclassifying membership program to not more than 12 institutions.

In addition, the committee noted there were seven membership-sponsored proposals submitted by the July 15 deadline; however, one was withdrawn, one was not properly cosponsored as of August 29, 2016. The deadline for proposals to be properly sponsored is 5 p.m. September 1. Staff anticipates five membership-sponsored proposals.
2. **Board of Governors Ad Hoc Committee on Structure and Composition.** The Administrative Committee received an update regarding the Board of Governors (BOG) Ad Hoc Committee on Structure and Composition noting that a resolution recently adopted by the Board of Governors charges each of the three divisional presidential bodies to report back by its October meeting on the Board’s structure, membership, scope of charge and integrity model. The BOG anticipates having a final recommendation by April 2017, with a possible membership vote occurring at the 2018 Convention.

3. **Update on Board of Governors Ad Hoc Committee on Sexual Violence Prevention.** The Administrative Committee received an update regarding the BOG Ad Hoc Committee on Sexual Violence Prevention noting the Executive Committee adopted, in 2014, a resolution related to sexual violence prevention and complaint resolution. The Board is currently establishing a task force to look at potential legislative principles to support this resolution.

4. **Adjournment.** The teleconference commenced at 1:56 p.m. Eastern time.

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**Committee Chair:** Alan Cureton, University of Northwestern  
**Staff Liaisons:** Dan Dutcher, Division III Governance  
Jay Jones, Division III Governance  
Debbie Kresge, Division III Governance  
Louise McCleary, Division III Governance

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| NCAA staff: Dan Dutcher  
Reed Fogle  
Jay Jones  
Debbie Kresge  
Louise McCleary  
Jeff Myers  
Sarah Otey |                                        |
REPORT OF THE NCAA DIVISION III
ADMINISTRATIVE COMMITTEE
October 6, 2016, TELECONFERENCE

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

• NCAA Board of Governors Composition and Membership Requirements. Per the resolution adopted by the NCAA Board of Governors in August, the committee met to discuss potential changes to the responsibilities, composition and membership requirements of the NCAA Board of Governors.

In this regard, the committee reviewed a summary of this issue prepared by the Division I governance staff. In particular, the document described four potential modifications to the current Board of Governors integrity model: (1) budget oversight; (2) health and safety; (3) amateurism; and (4) litigation. The committee noted that, as a dominant provision, any changes to the role and responsibility of the Board would require approval by two-thirds of the membership. The same legislative standard applies to change the composition and membership requirements of the Board.

The committee also noted the NCAA constitution guarantees national office programs and services at least at the level provided in 1996. The committee expressed interest in the concept of including presidents who do not serve on the presidential bodies in the divisional governance structures to otherwise be eligible to serve on the Board (i.e., “untethered”), while retaining some governance structure leadership.

The committee noted that likelihood of a meeting of the Board’s Ad Hoc Committee on Structure and Composition in early November. The committee agreed that the Division III Management Council and Presidents Council should be updated regarding these discussions, with an opportunity for input, during their upcoming October meetings.

Committee Chair: Alan Cureton, University of Northwestern
Staff Liaisons: Dan Dutcher, Division III Governance
              Jay Jones, Division III Governance
              Debbie Kresge, Division III Governance
              Louise McCleary, Division III Governance

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ACTION ITEM.

- None.

INFORMATIONAL ITEMS.

- **Extend Term on Division III Committee on Infractions.** The Administrative Committee approved the extension of Amy Hackett’s term to April 15, 2017, on the Committee on Infractions. The committee noted the request provides continuity with facilitating a resolution of a major infractions case, with an anticipated hearing date in February 2017.

Committee Chair: Alan Cureton, University of Northwestern
Staff Liaisons: Dan Dutcher, Division III Governance
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DIVISION III PHILOSOPHY STATEMENT

Colleges and universities in Division III place the highest priority on the overall quality of the educational experience and on the successful completion of all students’ academic programs. They seek to establish and maintain an environment in which a student-athlete’s athletics activities are conducted as an integral part of the student-athlete's educational experience, and an environment that values cultural diversity and gender equity among their student-athletes and athletics staff.

(a) Expect that institutional presidents and chancellors have the ultimate responsibility and final authority for the conduct of the intercollegiate athletics program at the institutional, conference and national governance levels;

(b) Place special importance on the impact of athletics on the participants rather than on the spectators and place greater emphasis on the internal constituency (e.g., students, alumni, institutional personnel) than on the general public and its entertainment needs;

(c) Shall not award financial aid to any student on the basis of athletics leadership, ability, participation or performance;

(d) Primarily focus on intercollegiate athletics as a four-year, undergraduate experience;

(e) Encourage the development of sportsmanship and positive societal attitudes in all constituents, including student-athletes, coaches, administrative personnel and spectators;

(f) Encourage participation by maximizing the number and variety of sport offerings for their students through broad-based athletics programs;

(g) Assure that the actions of coaches and administrators exhibit fairness, openness and honesty in their relationships with student-athletes;

(h) Assure that athletics participants are not treated differently from other members of the student body;

(i) Assure that student-athletes are supported in their efforts to meaningfully participate in nonathletic pursuits to enhance their overall educational experience;

(j) Assure that athletics programs support the institution’s educational mission by financing, staffing and controlling the programs through the same general procedures as other departments of the institution. Further, the administration of an institution’s athletics program (e.g., hiring, compensation, professional development, certification of coaches) should be integrated into the campus culture and educational mission;
(k) Assure that athletics recruitment compiles with established institutional policies and procedures applicable to the admission process;

(l) Exercise institutional and/or conference autonomy in the establishment of initial and continuing eligibility standards for student-athletes;

(m) Assure that academic performance of student-athletes is, at a minimum, consistent with that of the general student body;

(n) Assure that admission policies for student-athletes comply with policies and procedures applicable to the general student body.

(o) Provide equitable athletics opportunities for males and females and give equal emphasis to men’s and women’s sports;

(p) Support ethnic and gender diversity for all constituents;

(q) Give primary emphasis to regional in-season competition and conference championships; and

(r) Support student-athletes in their efforts to reach high levels of athletics performance, which may include opportunities for participation in national championships, by providing all teams with adequate facilities, competent coaching and appropriate competitive opportunities.

The purpose of the NCAA is to assist its members in developing the basis for consistent, equitable competition while minimizing infringement on the freedom of individual institutions to determine their own special objectives and programs. The above statement articulates principles that represent a commitment to Division III membership and shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences.
### NCAA Mission
To govern competition in a fair, safe, equitable and sportsmanlike manner, and to integrate intercollegiate athletics into higher education so that the educational experience of the student-athlete is paramount.

### DIII Positioning Statement
**Follow your passions and discover your potential.** The college experience is a time of learning and growth – a chance to follow passions and develop potential. For student-athletes in Division III, this happens most importantly in the classroom and through earning an academic degree. The Division III experience provides for passionate participation in a competitive athletics environment, where student-athletes push themselves to excellence and build upon their academic success with new challenges and life skills. And student-athletes are encouraged to pursue the full spectrum of opportunities available during their time in college. In this way, Division III provides an integrated environment for student-athletes to take responsibility for their own paths, follow their passions and find their potential through a comprehensive educational experience.

### DIII Attributes
**What we stand for**

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<thead>
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</thead>
<tbody>
<tr>
<td>Balance</td>
<td>Learning</td>
<td>Spirit</td>
<td>Character</td>
<td>Fair Play</td>
<td>Community</td>
</tr>
</tbody>
</table>

### NCAA Brand Attributes

### Audiences
**Who we are addressing**

<table>
<thead>
<tr>
<th>Student-Athletes / Parents</th>
<th>DIII Internal Constituencies</th>
<th>General Public / Media</th>
</tr>
</thead>
</table>

### Audience Benefits
**Key benefits of the DIII experience**

- Continue to compete in a highly competitive athletics program and retain the full spectrum of college life.
- Focus on academic achievement while graduating with a comprehensive education that builds skills beyond the classroom.
- Access financial aid for college without the obligations of an athletics scholarship.
- Opportunities to play more than one sport.
- Be responsible for your own path, discover potential through opportunities to pursue many interests.
- Academics are the primary focus for student-athletes. Shorter practice and playing seasons, no red-shirting and regional competition minimize time away from their academic studies and keep student-athletes on a path to graduation.
- Student-athletes are integrated on campus and treated like all other members of the general student-body, keeping them focused on being a student first.
- Participation in athletics provides valuable "life lessons" for student-athletes (teamwork, discipline, perseverance, leadership, etc.), which often translate into them becoming better students and more responsible citizens.
- Division III institutions develop student-athlete potential through a comprehensive educational approach.
- Division III institutions offer athletics for the educational value and benefit to the student-athlete, not for the purposes of revenue generation or entertainment.
- Participation in athletics provides valuable "life lessons" for student-athletes (teamwork, discipline, perseverance, leadership, etc.), which often translate into them becoming better students and more responsible citizens.
- Student-athletes compete in a highly competitive athletics program and retain the full spectrum of college life.
- Student-athletes do not receive monetary incentive to play sports but rather participate for the love of the game.

### Reasons to Believe
Supporting features of DIII

1. **Comprehensive educational experience.** Division III institutions develop student-athlete potential through a holistic educational approach that includes rigorous academics, competitive athletics and opportunity to pursue other interests and passions.
2. **Integrated campus environment.** About one-quarter of all students at Division III institutions participate in athletics. Those participating in athletics are integrated into the campus culture and educational missions of their colleges or universities:
   - Student-athletes are subject to admission and academic performance standards consistent with the general student body;
   - Student-athletes are provided with substantial financial aid, academic support and the opportunity to fully participate in all aspects of campus life.
   - Athletics departments are regulated and managed through the same general procedures and practices as other departments of the institution.
   - This integration of athletics allows the student-athletes to take full advantage of the many opportunities of campus life and their entire collegiate experience.
3. **Academic focus.** Student-athletes most often attend a college or university in Division III because of the excellent academic programs, creating a primary focus on learning and achievement of their degree. The division minimizes the conflicts between athletics and academics through shorter playing and practice seasons, the number of contests, no red-shirting or out-of-season organized activities, and a focus on regional in-season and conference play.
4. **Available financial aid.** Three-quarters of all student-athletes in Division III receive some form of grant or non-athletics scholarship. Student-athletes have equal opportunity and access to financial aid as the general student body – but are not awarded aid based on athletics leadership, ability, performance or participation.
   - Division III does not award athletics scholarships. Without the obligation of an athletics scholarship, student-athletes can emphasize academics, athletics and other opportunities of college life appropriate to the necessary commitment and their own passions.
5. **Competitive athletics programs.** Student-athletes do not receive any monetary incentive (athletics scholarship) to play sports in college. They play for the love and passion of the game and to push themselves to be their best, creating an intense, competitive athletics environment for all who participate.
6. **National championship opportunities.** Division III has more than 170,000 student-athletes competing annually, with access to 38 different national championships. These competitions provide an opportunity for student-athletes to compete at the highest level and fulfill their athletics potential.
7. **Commitment to athletics participation.** Division III institutions are committed to a broad-based program of athletics because of the educational value of participation for the student-athlete. The division has a higher number and wider variety of athletics opportunities on average than any other division in the NCAA, emphasizing both competitive men’s and women’s sports.
ACTION ITEMS:

- None.

INFORMATIONAL ITEMS:

1. Welcome. The chair, Brit Katz, was unavailable for the teleconference. Louise McCleary commenced the teleconference at 1 p.m. Eastern time, and welcomed the subcommittee.

2. Minutes of the June 3, 2016, teleconference. The subcommittee reviewed and approved the minutes.

3. Educational Session topics. The subcommittee reviewed the following Division III educational session descriptions for the 2017 Convention:

   a. The Role of the Senior Woman Administrator.


   c. Developing Departmental Handbooks that Integrate Policy and Philosophy and Establish Expectations Around Program Culture and Success.

4. Association-Wide Educational Sessions. The subcommittee reviewed the descriptions of the Association-Wide educational sessions.

5. Division III Governance Related Sessions.

   a. Athletics Direct Report Institute. This session is closed (by nomination only). The selection committee chose 42 athletics direct reports. The Institute will take place Wednesday, January 18, from 2 to 5:30 p.m. and Thursday, January 19, from 8 a.m. to 4 p.m.

   b. Division III Student Immersion Program. The application closes September 30. A subgroup of the Diversity and Inclusion Working Group will select 40 to 44 participants in early October. This program will run from Wednesday, January 18, from 3 to 5 p.m. and have events each day with a debrief session Saturday, January 21, from 11 a.m. to noon.
c. **Chancellors/Presidents Programming.**

(1) **Presidents and Chancellors Engagement Programming.** This session is open to all chancellors and presidents in Divisions I, II and III. The session will take place Thursday, January 14, from 8 to 9:30 a.m. All presidents and chancellors within their first 12 months of their presidency will receive a $200 honorarium.

(2) **Presidents and Chancellors Summit and Luncheon.** This session is open to all Division III presidents and chancellors and will take place Thursday, January 19, from 11:30 a.m. to 1 p.m.

(3) There will be a joint session with Division II Thursday, January 19, from 2:30 to 4 p.m. There will be two roundtable topics: NCAA compliance 101; and on-campus social justice protests and/or demonstrations and the potential impact on athletics events and student-athletes.

Currently 60 chancellors and presidents have registered for Convention.

d. **Student-Athlete Advisory Committee (SAAC) Programming.**

(1) **Special Olympics Unified Sports Activity.** This activity is scheduled for Thursday, January 19, from 1 to 2:15 p.m. It is open to all Convention attendees. Depending on the room size, the activity will be either basketball, soccer or flag football.

(2) **Programming for Student-Athletes.** SAAC has identified several sessions that will be most beneficial to Division III student-attendees [Attachment]. To date there are 46 students, beyond National SAAC, that are registered for Convention.

e. **Issues Forum.** Friday, January 20.

(1) **Discussion and Q & A session:** The subcommittee reviewed and confirmed the discussion topics and provided feedback on format.

(a) Presidents Council chair update on key presidential hot topics.

(b) NCAA Sports Science Institute’s health and safety priorities.

(c) Convention Legislative Proposals Q&A/open forum. The subcommittee members discussed the format, and determined providing pros and cons followed by an open Q&A would be best.
f. **Business Session:** Saturday, January 21. The subcommittee discussed and endorsed the following format:

- 8 to 8:15 a.m. Welcome.
- 8:15 to 8:30 a.m. Diversity and Inclusion Working Group Update (hiring best practices guide and presidential diversity pledge).
- 8:30 to 11 a.m. Voting on 2017 Legislative Proposals.

1. Diversity and Inclusion Working Group – The working group will take 15 minutes at the beginning of the Business Session to discuss its newly released hiring best practices guide as well as the NCAA’s diversity pledge for presidents and chancellors.

2. Voting - 2017 Legislative Proposals – there are nine proposals, four governance and five from the membership. While there are few proposals, staff anticipates a healthy discussion and debate. Staff advised the subcommittee members to book their return flight no earlier than 2 p.m.

6. **2017 NCAA Division III Convention schedule.** The subcommittee reviewed the draft schedule noting the Division III specific programming that will take place during Convention.

7. **2017 Convention-Planning Timeline.** The subcommittee reviewed the timeline and noted the November and December teleconference dates.

8. **Teleconferences.** The next teleconferences are scheduled for:

   a. 1 p.m. Eastern time Thursday, November 3.

   b. 1 p.m. Eastern time Thursday, December 15.

9. **Other business.** The subcommittee noted that the Convention registration portal has opened. Early registration ends October 11 at which time the registration fees increase from $200 to $325. As of today, 780 Division III attendees have registered for Convention. The Honors Celebration and Association-Wide luncheon are sold out.

10. **Adjournment.** The teleconference was adjourned at 1:50 p.m. Eastern time.
Committee Chair: Brit Katz, Millsaps College, Southern Athletic Association
Staff Liaisons: Louise McCleary, Division III Governance
               Debbie Brown, Division III Governance
               Jay Jones, Division III Governance

<table>
<thead>
<tr>
<th>Attendees:</th>
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</thead>
<tbody>
<tr>
<td>Brad Bankston, Old Dominion Athletic Conference</td>
</tr>
<tr>
<td>Carey Eggen, Framingham State University</td>
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<tr>
<td>Allie Fox, Mills College</td>
</tr>
<tr>
<td>Karen Freed, Rutgers, The State University of New Jersey, Camden</td>
</tr>
<tr>
<td>William Fritz, College of Staten Island</td>
</tr>
<tr>
<td>Brian Granata, Arcadia University</td>
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<tr>
<td>Sharon Hirsh, Rosemont College</td>
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<tr>
<td>Scott Kilgallon, Webster University</td>
</tr>
<tr>
<td>Julie Kline, University of LaVerne</td>
</tr>
<tr>
<td>Keri Luchowskki, North Coast Athletic Conference</td>
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<tr>
<td>Angela Marin, University of Texas at Dallas</td>
</tr>
<tr>
<td>Tracey Ranieri, State University of New York at Oneonta</td>
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<tr>
<td>Matthew Shank, Marymount University</td>
</tr>
<tr>
<td>Rob Wingert, Stevenson University (sitting in for Kayla Porter)</td>
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<tr>
<td>Chuck Yrigoyen, Iowa Intercollegiate Athletic Conference</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees</th>
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</thead>
<tbody>
<tr>
<td>Brit Katz, Millsaps College</td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph’s College</td>
</tr>
<tr>
<td>Kayla Porter, Frostburg State University</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance</th>
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</thead>
<tbody>
<tr>
<td>Jeff Myers.</td>
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</tbody>
</table>

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<thead>
<tr>
<th>NCAA Staff Support in Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debbie Brown, Reed Fogle, Eric Hartung, Jay Jones, Melody Lawrence, Louise McCleary, Jeff Myers, Crystal Reimer and Stacey Preston.</td>
</tr>
</tbody>
</table>
Division III Student Attendees at 2017 NCAA Convention

Please note that the student registration fee is $25 and students (except those students serving on the national SAAC or selected through the Division III Student Immersion Program) must register for Convention and lodging in the same manner as all other delegates. The chart below provides a sampling of programming the Division III staff and national Student-Athlete Advisory Committee (SAAC) believe students will find beneficial.

<table>
<thead>
<tr>
<th>SESSION</th>
<th>TIME</th>
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</thead>
<tbody>
<tr>
<td><strong>WEDNESDAY, JANUARY 18</strong></td>
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<tr>
<td>Honors Celebration (ticket required)</td>
<td>6 to 9 p.m.</td>
</tr>
<tr>
<td><strong>THURSDAY, JANUARY 19</strong></td>
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<tr>
<td>SAAC sponsored luncheon with Division III student attendees</td>
<td>11:30 a.m. to 1 p.m.</td>
</tr>
<tr>
<td>Special Olympics Unified Sports Experience sponsored by Division III</td>
<td>1 to 2:15 p.m.</td>
</tr>
<tr>
<td>Opening Business Session</td>
<td>4:30 to 6 p.m. (doors open at 4:15 p.m.)</td>
</tr>
<tr>
<td>Delegates Reception</td>
<td>6 to 7:30 p.m.</td>
</tr>
<tr>
<td>Division III student social mixer hosted by Division III National SAAC</td>
<td>7 to 9:30 p.m.</td>
</tr>
<tr>
<td><strong>FRIDAY, JANUARY 20</strong></td>
<td></td>
</tr>
<tr>
<td>Division III Issues Forum</td>
<td>8 to 11:15 a.m.</td>
</tr>
<tr>
<td>Association Luncheon (ticket required)</td>
<td>11:30 a.m. to 1 p.m.</td>
</tr>
<tr>
<td><strong>SATURDAY, JANUARY 21</strong></td>
<td></td>
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<tr>
<td>Division III Business Session (sit with your conference member schools)</td>
<td>8 to 11:15 a.m.</td>
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### Revenue:

<table>
<thead>
<tr>
<th>Description</th>
<th>2013-14</th>
<th>2014-15</th>
<th>2015-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division III 3.18% Revenue Allocation</td>
<td>26,342,000</td>
<td>28,316,136</td>
<td>27,117,000</td>
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<tr>
<td>Division III Other Revenue</td>
<td>-</td>
<td>42,170</td>
<td>-</td>
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<tr>
<td>Total Revenue</td>
<td>26,342,000</td>
<td>28,358,306</td>
<td>27,117,000</td>
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### Expenses:

#### Championship Expenses

<table>
<thead>
<tr>
<th>Sport</th>
<th>Budget 2013-14</th>
<th>Actual 2013-14</th>
<th>Difference</th>
<th>Charter 2013-14</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volleyball</td>
<td>999,000</td>
<td>778,000</td>
<td>-81,000</td>
<td>866,324</td>
</tr>
<tr>
<td>Women's Championships</td>
<td>10,283,940</td>
<td>10,047,010</td>
<td>-236,930</td>
<td>10,361,646</td>
</tr>
<tr>
<td>Men's Championships</td>
<td>10,283,940</td>
<td>10,047,010</td>
<td>-236,930</td>
<td>10,361,646</td>
</tr>
</tbody>
</table>

### Total Women's Championships

<table>
<thead>
<tr>
<th>Amount</th>
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<tbody>
<tr>
<td>10,047,010</td>
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### Total Men's Championships

<table>
<thead>
<tr>
<th>Amount</th>
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<tbody>
<tr>
<td>10,283,940</td>
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### Budget-to-Actual 2013-16

<table>
<thead>
<tr>
<th>Description</th>
<th>Year-to-date Budget</th>
<th>Actual 2013-16</th>
<th>Difference</th>
<th>Charter 2013-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Women's Championships</td>
<td>10,011,000</td>
<td>9,926,440</td>
<td>-84,560</td>
<td>10,041,640</td>
</tr>
<tr>
<td>Total Men's Championships</td>
<td>10,375,000</td>
<td>9,226,440</td>
<td>1,148,560</td>
<td>10,526,000</td>
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</table>

### 2015-16

<table>
<thead>
<tr>
<th>Description</th>
<th>Budget 2015-16</th>
<th>Actual 2015-16</th>
<th>Difference</th>
<th>Charter 2015-16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Women's Championships</td>
<td>10,011,000</td>
<td>9,926,440</td>
<td>-84,560</td>
<td>10,041,640</td>
</tr>
<tr>
<td>Total Men's Championships</td>
<td>10,375,000</td>
<td>9,226,440</td>
<td>1,148,560</td>
<td>10,526,000</td>
</tr>
<tr>
<td>Year-to-date</td>
<td>Actual</td>
<td>Difference</td>
<td>Charter</td>
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<tr>
<td>2014-15</td>
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<tr>
<td>Budget</td>
<td>Actual</td>
<td></td>
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</tr>
<tr>
<td>Revenue:</td>
<td>27,117,000</td>
<td>29,639,760</td>
<td>2,522,760</td>
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<tr>
<td>Division III 3.18% Revenue Allocation</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Division III Other Revenue</td>
<td>-</td>
<td>100,010</td>
<td>100,010</td>
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</tr>
<tr>
<td>Total Revenue</td>
<td>27,117,000</td>
<td>29,739,770</td>
<td>2,622,770</td>
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</tr>
<tr>
<td>Expenses:</td>
<td>28,543,863</td>
<td>30,247,544</td>
<td>1,703,681</td>
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</tr>
<tr>
<td>Championship Expenses</td>
<td>1,596,966</td>
<td>1,703,681</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

### Men's Championships
- **Baseball**: 1,825,000 - 1,824,027 = 973
- **Basketball**: 959,900 - 944,431 = 15,469
- **Cross Country**: 519,000 - 525,965 = -6,965
- **Football**: 1,747,000 - 1,585,230 = 161,770
- **Golf**: 523,000 - 547,712 = -24,712
- **Ice Hockey**: 303,000 - 320,834 = -17,834
- **Lacrosse**: 431,000 - 504,354 = -73,354
- **Soccer**: 1,008,000 - 1,020,050 = -12,050
- **Swimming & Diving**: 496,000 - 547,533 = -51,533
- **Tennis**: 592,000 - 563,310 = 28,690
- **Track, Indoor**: 546,000 - 599,056 = -53,056
- **Track, Outdoor**: 744,000 - 914,715 = -170,715
- **Volleyball**: 164,200 - 141,279 = 22,921
- **Wrestling**: 367,500 - 340,176 = 27,324
- **Championship Other**: - 3,214 = -3,214

- **Total Men's Championships**: 10,225,600 - 10,301,887 = -76,287

### Women's Championships
- **Basketball**: 1,250,900 - 946,040 = 304,860
- **Basketball Anniversary**: - -
- **Cross Country**: 538,000 - 530,543 = 7,457
- **Field Hockey**: 416,500 - 429,348 = -12,848
- **Golf**: 311,000 - 312,607 = -1,607
- **Ice Hockey**: 273,000 - 194,987 = 78,013
- **Lacrosse**: 686,000 - 624,848 = 61,152
- **Rowing**: 294,000 - 344,172 = -50,172
- **Soccer**: 1,182,000 - 1,076,645 = 105,355
- **Softball**: 1,369,000 - 1,345,424 = 23,576
- **Swimming & Diving**: 508,000 - 531,712 = -23,712
- **Tennis**: 624,000 - 604,484 = 19,516
- **Track, Indoor**: 592,000 - 593,021 = -1,021
- **Track, Outdoor**: 778,000 - 866,324 = -88,324
- **Volleyball**: 963,000 - 963,713 = -713
- **Championship Other**: - 3,214 = -3,214

- **Total Women's Championships**: 9,785,400 - 9,367,083 = 418,317

- **Championships Expense**: 20,011,000 - 19,669,969 = 342,031
- **Overhead**: 325,000 - 325,000 = 0

- **Total Championships Expense**: 20,336,000 - 19,993,969 = 342,031
### Current Scenario - Per Diems and Swim Equity + Bracket Expansion + 80/20 Split and Supplemental Spending

**Assumptions:**
- Game Operations increases by 2% each fiscal year based on FY2009-10 thru FY2015-16 average increases. Actual growth rate is 4.6% annually.
- Committee expenses increase by 2% each fiscal year based on FY2011-12 thru FY2015-16 average increases. Actual growth rate is -2.1% annually.
- Team Transportation increases by 2% each fiscal year based on cost per traveler analysis for FY2009-10 thru FY2015-16.
- $1.100 membership dues increase for institutions and $550 increase for conferences in 2017-18.
- Gradually drift to 80/20 Split in champs/non-champs spending beginning in 2018-19 by keeping non-champs base budget flat.

#### The National Collegiate Athletic Association

**Division III Budget Projections**

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Actual</td>
<td>Actual*</td>
<td>Budget</td>
<td>Projection</td>
<td>Projection</td>
<td>Projection</td>
<td>Projection</td>
<td>Projection</td>
<td>Projection</td>
<td>Projection</td>
</tr>
<tr>
<td>Revenue:</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Division III 3.18% Revenue Allocation</td>
<td>$29,639,760</td>
<td>$30,140,829</td>
<td>$30,852,829</td>
<td>$31,565,829</td>
<td>$32,312,829</td>
<td>$33,093,829</td>
<td>$33,876,829</td>
<td>$34,656,829</td>
<td>$35,716,829</td>
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<tr>
<td>Draw from DBI Reserve</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$225,000</td>
<td>$450,000</td>
<td>$825,000</td>
</tr>
<tr>
<td>Additional Revenue from Membership Dues Increase</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>$519,000</td>
<td>$519,000</td>
<td>$519,000</td>
<td>$519,000</td>
<td>$519,000</td>
<td>$519,000</td>
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<tr>
<td>Division III Other Revenue</td>
<td>10,101</td>
<td>106,715</td>
<td>71,135</td>
<td>46,350</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Total Revenue</td>
<td>$30,739,876</td>
<td>$30,287,444</td>
<td>$30,926,964</td>
<td>$32,081,279</td>
<td>$33,056,829</td>
<td>$34,092,829</td>
<td>$34,876,829</td>
<td>$35,220,829</td>
<td>$36,184,829</td>
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**Expenses:***

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<tbody>
<tr>
<td>Actual</td>
<td>Actual*</td>
<td>Budget</td>
<td>Price</td>
<td>Price</td>
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<tr>
<td>Projected Revenue Increase</td>
<td>4.9%</td>
<td>4%</td>
<td>2.4%</td>
<td>2.3%</td>
<td>2.4%</td>
<td>2.4%</td>
<td>2%</td>
<td>0.4%</td>
<td>0.2%</td>
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</tbody>
</table>

**Notes:**
- In process of closing 2015-16 fiscal year. Amounts are not finalized (particularly revenue and overhead allocation).
- 1 Mandated reserve is 50% of the annual DBI revenue allocation, including $35M insurance policy coverage beginning in fiscal year 2014-15.

### Mandated Reserve

- Percentage DIII Spend - Championships: 76%
- Percentage DIII Spend - Non-Championships: 24%
- ADJUSTED Percentage DIII Spend - Non-Championships: 24%

### Fund Balance

- $21,757,249

### Event Cancellation Insurance Policy

- $5,000,000

### Total Reserve Funding Available

- $26,757,249

### Mandatory Reserve

- (14,519,960)

### Cash available in excess of reserve policy

- $12,237,289

### Notes:
- 3.0% DIII Champs Assumption Analysis 16-17
- 0.0% DIII Champs Assumption Analysis 16-17
- 4.0% DIII Champs Assumption Analysis 16-17

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**DIII Mgmt Council 10/16**

W:\D3 Management Council\2016 Meetings\October\Supplements\2016-17 DIII Budget Scenarios-2016.10.05 at "Current-Bracket Expansion.8020" tab
Updated: 10/8/2016 at 6:36 AM
REPORT OF THE
NCAA DIVISION III PRESIDENTS COUNCIL AND MANAGEMENT COUNCIL
JOINT LEGISLATIVE STEERING SUBCOMMITTEE
JULY 26, 2016, TELECONFERENCE

KEY ITEM.

- **Review of 2017 NCAA Convention Proposals.** The NCAA Division III Presidents Council and Management Council Joint Legislative Steering Subcommittee reviewed 11 potential 2017 Convention proposals. Seven of the proposals are membership sponsored (these proposals need to fully satisfy the sponsorship requirements by September 1). The remaining four proposals have been sponsored by the NCAA Division III Management Council and will be reviewed by the NCAA Division III Presidents Council in August.

  The Joint Legislative Steering Subcommittee identified two of the membership sponsored proposals requiring the NCAA Division III Presidents Council review. The Presidents Council may co-sponsor either of these two proposals. If the Presidents Council chooses not to co-sponsor the proposals, it will then at its October meeting, review feedback from committees and either support the proposal, oppose the proposal or take no position on the proposal. (See Attachment A)

  The subcommittee identified two Management Council proposals for the Presidents Council review. Subsequently, the Presidents Council shall do one of the following: (1) Sponsor the proposals. The Presidents Council would sponsor if it agrees the issues are presidential, supports the proposal and is willing to advocate for it at the Convention. (2) Oppose the proposals. The Presidents Council would propose if it did not want the proposals to go to the membership for a vote. The Presidents Council’s opposition would rescind the Management Council’s sponsorship. (3) Take no action on the proposals. The Presidents Council does not have to sponsor or oppose the proposals if it determines that the issues are not presidential. With this option, the Presidents Council would be deferring to the Management Council and the proposal would go forward for a Convention vote as sponsored by the Management Council. (see Attachment B)

ACTION ITEMS.

- None.
INFORMATIONAL ITEMS.

- **Review of Guiding Principles.** The subcommittee reviewed the guiding principles for evaluating proposals.

<table>
<thead>
<tr>
<th>Committee Chair:</th>
<th>Troy VanAken, Thiel College, Presidents' Athletic Conference</th>
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<tbody>
<tr>
<td>Staff Liaisons:</td>
<td>Dan Dutcher, Governance</td>
</tr>
<tr>
<td></td>
<td>Louise McCleary, Governance</td>
</tr>
<tr>
<td></td>
<td>Jeff Myers, Academic and Membership Affairs</td>
</tr>
<tr>
<td></td>
<td>Sarah Otey, Academic and Membership Affairs</td>
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<table>
<thead>
<tr>
<th>NCAA Division III Presidents Council and Management Council</th>
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<tr>
<td>Joint Legislative Steering Subcommittee</td>
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<tr>
<td>July 26, 2016 Teleconference</td>
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<thead>
<tr>
<th>Attendees:</th>
<th>Alan Cureton, University of Northwestern</th>
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<tbody>
<tr>
<td></td>
<td>Robert Davis, Jr., University of Scranton</td>
</tr>
<tr>
<td></td>
<td>Tori Haring-Smith, Washington and Jefferson College</td>
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<td></td>
<td>R. Brit Katz, Millsaps College</td>
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<td>Chris Kimball, California Lutheran University</td>
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<tr>
<th>Absentee:</th>
<th>Lex McMillan III, Albright College</th>
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<tr>
<td></td>
<td>Tracey Ranieri, State University of New York at Oneonta</td>
</tr>
<tr>
<td></td>
<td>Troy VanAken, Thiel College</td>
</tr>
</tbody>
</table>

| NCAA Staff Liaisons in Attendance: | Louise McCleary, Jeff Myers and Sarah Otey |

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

NCAA/07282016/JM/SO:dsk
The NCAA Division III Presidents Council and Management Council Joint Legislative Steering Subcommittee identified the following two membership sponsored proposals for the NCAA Division III Presidents Council review. The Presidents Council may co-sponsor any of these proposals. If the Presidents Council chooses not to co-sponsor the proposals, it will then at its October meeting, review feedback from committees and either support the proposal, oppose the proposal or take no position on the proposal.

<table>
<thead>
<tr>
<th>Title and Intent</th>
<th>Rationale</th>
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<tbody>
<tr>
<td><strong>ORGANIZATION – BOARD OF GOVERNORS – INCREASE DIVISION II AND DIVISION III REPRESENTATION</strong>&lt;br&gt;Intent: To increase, from two to four, the number of Division II and III voting representatives (chancellors or presidents) on the NCAA Board of Governors.</td>
<td>The current representation on the Board does not appropriately represent the divisional membership numbers of the association. Specifically, Division III represents 40 percent of all member institutions in the NCAA and is the largest division with 439 members. A change in the composition would more accurately reflect the membership. Further, given the significant authority and oversight of the Board, this proposal should be effective immediately to ensure a timely appointment of representatives from Division II and III to allow for greater input into the leadership and direction of the NCAA and to ensure broad perspective and consideration of impact in decisions on all three divisions. The Board of Governors duties include: (1) Provide strategic planning for the Association as a whole; (2) Identify core issues that affect the Association as a whole; (3) Act on behalf of the Association by adopting and implementing policies to resolve core issues and other Association-wide matters. To truly fulfill these duties and responsibilities effectively from an Association-wide perspective, more representation from Division II and III is necessary. Also, it is the Board’s overarching responsibility to ensure the fulfillment of the entire Association’s mission and purpose.</td>
</tr>
<tr>
<td><strong>ELIGIBILITY -- GRADUATE AND POSTBACCALAUREATE TRANSFERS</strong>&lt;br&gt;Intent: To permit a graduate student to participate in intercollegiate athletics at the institution of his or her choice.</td>
<td>Current legislation permits a graduate or postbaccalaureate student to participate only at the institution from which the student-athlete received his or her undergraduate degree. This legislation is overly restrictive in that it prohibits student-athletes who have already achieved the primary goal of collegiate enrollment (i.e., the attainment of an undergraduate degree) from continuing to pursue athletics endeavors while simultaneously progressing toward a postgraduate degree and the ultimate fulfillment of their academic and career goals. Currently, student-athletes on the verge of earning a baccalaureate degree with both seasons of participation and terms of attendance remaining must either delay graduation or potentially enroll in a graduate program that is not consistent with their career aspirations in order to continue their athletics participation.</td>
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<tr>
<td><strong>Source:</strong> Upper Midwest Athletic Conference&lt;br&gt;&lt;br&gt;<strong>Effective Date:</strong> Immediate</td>
<td><strong>Source:</strong> Wisconsin Intercollegiate Athletic Conference&lt;br&gt;&lt;br&gt;<strong>Effective Date:</strong> August 1, 2017</td>
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The Joint Legislative Steering Subcommittee determined that the following proposals are operational and recommends that they do not need reviewed by the Presidents Council.

<table>
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<tr>
<th>Title and Intent</th>
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<tr>
<td>LEGISLATIVE AUTHORITY AND PROCESS -- AMENDMENT PROCESS -- RECONSIDERATION -- ELIMINATE WINDOW OF RECONSIDERATION AND PROHIBIT ADDITIONAL RECONSIDERATION</td>
<td>The window of reconsideration for items just debated and voted on is unnecessary. Voting delegates have ample time to research and determine their institutional opinion, debate the merits, and cast informed final votes on proposals. Allowing any additional opportunity to discuss and revote on a previously decided proposal is superfluous. The window of reconsideration provides opportunities for unethical voting. Many delegates may depart after an initial vote on Convention proposals; as a result, a delegate could strategically vote on the prevailing side of a proposal with the intent to use the window of reconsideration to take advantage of the change in the composition of the room and reverse the outcome on the proposal. Removing the window of reconsideration and any additional opportunity to request a revote will be a positive change and will streamline the business session at Convention.</td>
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| RECRUITING -- TRYOUTS AND CAMPS AND CLINICS -- DEREGULATING CAMPS AND CLINICS | Camps and clinics provide benefits to institutions and conveniences to prospective student-athletes. Camps and clinics are one of the most effective recruiting tools for any institution. Additionally, athletics departments and athletics department staff can realize revenue and income from these and similar events. Much confusion exists surrounding the application of the existing legislation and the nuances in the legislation do little to minimize recruiting advantages or demand on prospective student-athletes. This proposal would allow for instruction, practice-type activities and competition amongst prospective student-athletes without the nuanced and unnecessary restrictions that exist in the current legislation. This proposal would continue to require that events involving prospective student-athletes are open to the general public and could not offer free or reduced admission to prospective student-athletes. Additionally, institution-hosted events would continue to be precluded from offering recruiting or scouting services. Maintaining those limited restrictions while eliminating all other existing criteria related to camps and clinics will make it easier for institutions to productively host events involving prospective student-athletes without opening the door for abuse. An immediate effective date will allow institutions to take advantage of the more reasonable restrictions for camps and clinics occurring in the summer of 2017. |

Intent: To eliminate the opportunity to reconsider an amendment following confirmation of an affirmative or negative vote on that amendment by the presiding officer.  
Source: Minnesota Intercollegiate Athletic Conference  
Effective Date: August 1, 2017.

Intent: To deregulate the tryout events and camps and clinics legislation to allow institutions to host or conduct events involving prospective student-athletes, provided those events are: (1) open to the general public; and (2) do not offer free or reduced admission to prospective student-athletes.  
Source: North Coast Athletic Conference and Middle Atlantic Conferences.  
Effective Date: Immediate
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<th>Title and Intent</th>
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<td><strong>PLAYING AND PRACTICE SEASONS -- BASEBALL AND SOFTBALL -- ESTABLISHING AN OPTIONAL FALL COMPETITION PERIOD</strong>&lt;br&gt;<strong>Intent:</strong> To provide member institutions with the option, in the sports of baseball and softball, of: (1) continuing to conduct a nontraditional segment in the fall and a traditional segment in the spring; or (2) establishing a two-period model that allows for traditional segment practice and competition during the fall.&lt;br&gt;<strong>Source:</strong> Allegheny Mountain Collegiate Conference.&lt;br&gt;<strong>Effective Date:</strong> August 1, 2017.</td>
<td>The ability to practice outdoors and complete contests in the sports of baseball and softball are directly affected by the climate in which an institution is located. Tennis, golf and rowing are similarly affected, and are permitted the opportunity to structure their seasons as periods rather than segments. Baseball and softball should also have the opportunity to structure playing seasons using a two-period model. Requiring baseball and softball teams to schedule contests exclusively in the spring disrupts class attendance for those student-athletes. A majority of Division III members are located in areas of the country regularly impacted by winter storms and frequent spring rain that extends well into the playing season, impacting the ability of baseball and softball teams to complete contests. Even if weather is good, fields are often unplayable. Thus, many institutions are forced to frequently reschedule and cancel contests, which negatively impacts both the academic and athletics schedules of student-athletes. This proposal would not require institutions to conduct a two-period model in softball and baseball, but rather would allow each institution the option of structuring its playing season in the way that makes the most sense for its student-athletes.</td>
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<tr>
<td><strong>PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- REQUIRED DAY OFF FOR TRACK AND FIELD INDOOR/OUTDOOR AND SWIMMING AND DIVING</strong>&lt;br&gt;<strong>Intent:</strong> To eliminate the requirement that the mandatory day off for track and field and swimming and diving teams have difficulty accommodating the number of different disciplines within the sports and the distinct training regimens amongst those disciplines. A number of variables go into planning practices and athletically related activities for these two sports. Allowing institutions, the flexibility to schedule athletically related activities independently for each student-athlete will minimize challenges such as limited facility availability, staffing concerns, and student-athlete class schedule conflicts without increasing the time demands on individual student-athletes. Additional flexibility to accommodate each student-athlete's individual schedule and training requirements will also prevent injuries. An immediate effective date will allow institutions to take advantage of more appropriate scheduling practices during the spring of 2017.</td>
<td>Currently, the required day off must apply to each team as a whole. Division III indoor and outdoor track and field and swimming and diving teams have difficulty accommodating the number of different disciplines within the sports and the distinct training regimens amongst those disciplines. A number of variables go into planning practices and athletically related activities for these two sports. Allowing institutions, the flexibility to schedule athletically related activities independently for each student-athlete will minimize challenges such as limited facility availability, staffing concerns, and student-athlete class schedule conflicts without increasing the time demands on individual student-athletes. Additional flexibility to accommodate each student-athlete's individual schedule and training requirements will also prevent injuries. An immediate effective date will allow institutions to take advantage of more appropriate scheduling practices during the spring of 2017.</td>
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<td>The ability to practice outdoors and complete contests in the sports of baseball and softball are directly affected by the climate in which an institution is located. Tennis, golf and rowing are similarly affected, and are permitted the opportunity to structure their seasons as periods rather than segments. Baseball and softball should also have the opportunity to structure playing seasons using a two-period model. Requiring baseball and softball teams to schedule contests exclusively in the spring disrupts class attendance for those student-athletes. A majority of Division III members are located in areas of the country regularly impacted by winter storms and frequent spring rain that extends well into the playing season, impacting the ability of baseball and softball teams to complete contests. Even if weather is good, fields are often unplayable. Thus, many institutions are forced to frequently reschedule and cancel contests, which negatively impacts both the academic and athletics schedules of student-athletes. This proposal would not require institutions to conduct a two-period model in softball and baseball, but rather would allow each institution the option of structuring its playing season in the way that makes the most sense for its student-athletes.</td>
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<td>Currently, the required day off must apply to each team as a whole. Division III indoor and outdoor track and field and swimming and diving teams have difficulty accommodating the number of different disciplines within the sports and the distinct training regimens amongst those disciplines. A number of variables go into planning practices and athletically related activities for these two sports. Allowing institutions, the flexibility to schedule athletically related activities independently for each student-athlete will minimize challenges such as limited facility availability, staffing concerns, and student-athlete class schedule conflicts without increasing the time demands on individual student-athletes. Additional flexibility to accommodate each student-athlete's individual schedule and training requirements will also prevent injuries. An immediate effective date will allow institutions to take advantage of more appropriate scheduling practices during the spring of 2017.</td>
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<td>Title and Intent</td>
<td>Rationale</td>
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<tr>
<td>PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND LACROSSE -- PRESEASON JOINT PRACTICE, SCRIMMAGE OR EXHIBITION -- EXEMPTION FROM MAXIMUM CONTEST AND DATE OF COMPETITION LIMITATIONS</td>
<td>At the 2015 Convention, the membership adopted Proposal 2015-13, which established an exempted preseason scrimmage, exhibition or joint practice in the sports of soccer and women's volleyball. Because the conference sponsor of Proposal 2015-13 does not sponsor lacrosse or field hockey, neither of those two sports were included in the proposal. Field hockey and lacrosse are very similar to soccer and should be treated in the same fashion. Thus, field hockey and lacrosse should be afforded the opportunity for a preseason exemption that is already available to soccer. This proposal creates consistency between similar sports, which will ease administrative and tracking burden on institutional campuses.</td>
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<tr>
<td>Intent: To allow field hockey and lacrosse teams to conduct an exempted scrimmage, exhibition or joint practice with outside competition prior to the first permissible contest or date of competition.</td>
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<td>Source: Middle Atlantic Conferences.</td>
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<td>Effective Date: August 1, 2017.</td>
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</table>
The NCAA Division III Presidents Council and Management Council Joint Legislative Steering Subcommittee identified the following two proposals for the NCAA Division III Presidents Council review. Consequently, the Presidents Council shall do one of the following:

1. Sponsor the proposals. The Presidents Council would do this if it agrees the issues are presidential, approves of the proposals and is willing to advocate for them at the NCAA Convention.

2. Oppose the proposals. The Presidents Council would do this if it did not want the proposals to go to the membership for a vote. The Presidents Council's opposition would rescind the NCAA Division III Management Council's sponsorship.

3. Take no action on the proposals. The Presidents Council does not have to sponsor or oppose the proposals if it determines that the issues are not presidential. With this option, the Presidents Council would be deferring to the Management Council and the proposals would go forward for a Convention vote as sponsored by the Management Council.

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<tr>
<td>NCAA MEMBERSHIP – CONDITIONS AND OBLIGATIONS OF MEMBERSHIP – INDEPENDENT MEDICAL CARE</td>
<td>The NCAA Principle of Health and Safety makes it the responsibility of institutions to protect the health of, and provide a safe environment for its 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 integrated sports medicine and athletic training services. Specifically, this proposal addresses the issue of medical providers at institutions having unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. Further, the administrative structure should ensure that no coach serve as the primary supervisor for any medical provider, nor have hiring, retention, and dismissal authority over that provider. Current legislation gives some authority to the sports medicine staff member to be empowered to have the unchallengeable authority to cancel or modify workouts for health and safety reasons, but it does not address medical management of student-athletes. This is an issue facing institutions that directly impacts the health and well-being of student-athletes and this proposal will help ensure that appropriate medical care controls and authority exists.</td>
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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 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 a director of medical services to oversee the institution's athletic health care administration and delivery.

Source: NCAA Division III Management Council (Committee on Competitive Safeguards and Medical Aspects of Sport)

Effective Date: August 1, 2017
## Title and Intent

<table>
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<tr>
<th>FINANCIAL AID – FINANCIAL AID FROM OUTSIDE SOURCES IN EXCESS OF $1,000</th>
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<tr>
<td><strong>Intent:</strong> To amend the limitations of outside financial aid awards as follows: (1) An institution shall not be required to review outside aid awards received by a student-athlete for compliance with Bylaw 15.2.3.5 unless the total aid received from outside sources exceeds $1,000; and (2) Outside aid awards that consider athletics leadership, ability, participation or performance, may not be used by a student-athlete if it restricts the recipient to attend a specific institution.</td>
</tr>
<tr>
<td><strong>Source:</strong> NCAA Division III Management Council (Financial Aid Committee)</td>
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<td><strong>Effective Date:</strong> August 1, 2017</td>
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## Rationale

Current legislation requires Division III institutions to review every financial aid award from an outside source to determine whether the award considers athletics leadership, ability, participation or performance. Often, financial aid offices receive financial aid awards from outside sources without accompanying information on the criteria used to determine the award recipient. This creates a significant administrative burden for Division III institutions; substantial time and resources are necessary to determine whether a single award considers athletics. Because these awards tend to account for only a very small percentage of a student's cost of attendance, complying with current legislation requires institutions to invest significant time and energy investigating awards that have little to no impact on a student's overall financial aid profile. This proposal would require that for student-athletes who receive more than $1,000 in financial aid from outside sources, the institution must ensure that each award received with consideration for athletics leadership, ability, participation or performance was received consistent with Bylaw 15.2.3.5. This proposal would reduce administrative burden while continuing to uphold the Division III philosophy by allowing institutions to focus essential resources on outside awards with the potential to significantly impact a student-athlete's cost to attend the institution.
The Joint Legislative Steering Subcommittee determined that the following proposals are operational and do not need to be reviewed by the Presidents Council.

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<tr>
<td><strong>PLAYING AND PRACTICE SEASONS – GENERAL PLAYING SEASON REGULATIONS – STANDARDIZATION OF ANNUAL CONTEST AND DATE OF COMPETITION EXEMPTIONS</strong></td>
<td>Current annual contest and date of competition exemptions vary dramatically from one sport to the next, which creates an administrative burden for institutional staff charged with overseeing compliance with playing seasons legislation. Allowing each sport to continue to exempt conference and season-ending championship (e.g., NCAA championship) participation would maintain the most commonly used annual exemptions. Eliminating all other annual and sport-specific exemptions while permitting each sport to exempt two scrimmages, exhibitions or joint practices would standardize contest and date of competition exemptions across sports, without negatively impacting the sports that use those current exemptions. Sports with a nontraditional segment would continue to be permitted to exempt an alumni contest occurring during the nontraditional segment; the alumni contest would be the only exemption permitted during the nontraditional segment and those institutions would be required to count the alumni contest as one of their two scrimmages, exhibitions or joint practices. Lastly, allowing the scrimmages, exhibitions or joint practices to occur prior to the first permissible contest date allows institutions to use those competitions as preparation for the regular season. Wrestling would continue to be precluded from competing prior to its first permissible contest date based on the rationale for Proposal 2011-12.</td>
</tr>
<tr>
<td><strong>MEMBERSHIP -- PROVISIONAL OR RECLASSIFYING MEMBERSHIP -- CLASS SIZE AND ASSIGNMENT -- PROVISIONAL PROGRAM SIZE LIMIT</strong></td>
<td>Setting maximum limit on the number of institutions in the provisional or reclassifying membership process will improve the quality of attention and service provided to each participating institution. Limiting the number of institutions in the process to 12 will allow each institution to have an experienced mentor by allowing new membership committee members the opportunity to spend one year on the committee before being assigned to mentor an institution in the provisional program. The change also eliminates the need to average class sizes at four per year if at any time a waiver for more than four institutions is granted. Participant institutions in the exploratory year would not be included in calculations of the limit. A waiver of the class or program limits would still be available in special circumstances.</td>
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</table>

**Intent:** To standardize annual contest and date of competition exemptions. Specifically, to allow each sport to exempt participation in the following: (1) conference championship; (2) season-ending championship; and (3) two scrimmages, exhibitions or joint practices. Additionally, to allow the two scrimmages, exhibitions or joint practices to occur prior to the first permissible contest date in all sports other than wrestling.

**Source:** NCAA Division III Management Council.

**Effective Date:** August 1, 2017
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   - Approval of NCAA Division III Management Council Subcommittee for Legislative Relief Policies and Procedures.
     (1) Recommendation. That Division III Management Council approve Subcommittee for Legislative Relief policies and procedures [see Attachment A].
     (2) Effective date. Immediate.
     (3) Rationale. During its August 2016 teleconference, the Subcommittee for Legislative Relief reviewed an updated policies and procedures document. Specifically, the subcommittee added a provision allowing the chair to vote when the chair’s vote is necessary to take formal action.
     (4) Budget Impact. None.
     (5) Student-Athlete Impact. None.

INFORMATIONAL ITEMS.

1. Welcome and Introductions. The subcommittee chair, Nnenna Akotaobi, welcomed subcommittee members and requested that subcommittee members review the roster for accuracy.

2. Approval of March 2016 Report. The subcommittee reviewed and approved the report from its March 7, 2016 teleconference.

3. Review Cases Decided from February 1, 2016, through July 31, 2016, by NCAA Division III Management Council Subcommittee for Legislative Relief and NCAA Staff. From February 1, 2016, through August 31, 2016, the subcommittee and/or staff received a total of 51 Division III waiver requests, of which 25 were decided. The following is a summary of the decisions made by the staff and subcommittee:
• Staff approved 16 cases. Of the 16 cases that were approved, thirteen were approved with conditions and 10 were approved based on the totality of the circumstances and/or student-athlete well-being. The subcommittee reviewed the 10 cases approved based on totality and/or student-athlete well-being and requested that staff archive one of those cases (see Attachment B).

4. **Review Membership Proposal --- Graduate/Postbaccalaureate Transfers.** The subcommittee reviewed a membership-sponsored proposal that would allow graduate and postbaccalaureate student transfers to be eligible to compete at Division III institutions. The subcommittee did not recommend a position on this proposal at this time. Rather, the subcommittee recognized arguments both in support of and in opposition to the proposal, which included the following:

   • The proposed change would provide student-athletes an opportunity to continue their education while simultaneously pursuing athletic opportunities at other institutions;

   • The Division III philosophy statement focuses on intercollegiate athletics as a four-year undergraduate experience; and

   • The proposal could potentially create a competitive advantage for institutions with graduate programs.

5. **Review of Division III Previously Approved Waivers List.** The subcommittee reviewed the NCAA Division III Previously Approved Waivers Checklist [Reference: March 7, 2016, Educational Column], which provides flexibility for an institution to grant relief of NCAA legislation and submit a report to its conference office rather than filing a formal legislative relief waiver request. The subcommittee requested the addition of one item from the previously approved waivers checklist.

6. **Review of Subcommittee for Legislative Relief Guidelines.** The subcommittee reviewed and approved the updated guidelines document. Specifically, the subcommittee adjusted the language for the education impacting disability assertions section to be consistent with language based on American with Disabilities Act, as Amended. Additionally, the word academic was added to the graduate transfer directive to help clarify that a student-athlete must graduate with an undergraduate degree ahead of schedule in less than four academic years.

7. **Future Meetings.** The subcommittee chair reminded the subcommittee of the upcoming March 2017 meeting.

8. **Other business.** None.
9. **Adjournment.** The subcommittee adjourned at 11:15 a.m. Eastern time.

Committee Chair: Nnenna Akotaobi, Swarthmore College, Centennial Conference
Staff Liaisons: Sarah Otey, Academic and Membership Affairs
Joni Williamson, Academic and Membership Affairs

<table>
<thead>
<tr>
<th>NCAA Division III Management Council Subcommittee for Legislative Relief</th>
<th>August 30, 2016, Teleconference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
<td></td>
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<tr>
<td>Nnenna Akotaobi, Swarthmore College; Centennial Conference, Chair.</td>
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<tr>
<td>Stevie Baker-Watson, DePauw University; North Coast Athletic Conference.</td>
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<tr>
<td>Kate Roy, Lyndon State College; North Atlantic Conference.</td>
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<tr>
<td>Karen Tompson-Wolfe, Westminster College; St. Louis Intercollegiate Athletic Conference.</td>
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<td>Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.</td>
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<tr>
<td><strong>Absentee:</strong></td>
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<td>Julie Soriero, Massachusetts Institute of Technology; New England Women’s and Men’s Athletic Conference.</td>
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<td><strong>NCAA Staff Support in Attendance:</strong></td>
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<tr>
<td>Sarah Otey and Joni Williamson.</td>
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<tr>
<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
<td></td>
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<tr>
<td>Jeff Myers and Erin Burke</td>
<td></td>
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</table>
The NCAA Division III Management Council Subcommittee for Legislative Relief (SLR), formerly the NCAA Division III Management Council Administrative Review Subcommittee (ARS), was created in 1993 as a response to the membership's desire for more rules flexibility. This group consists of a subcommittee of the NCAA Division III Management Council that reviews the application of NCAA legislation in cases where the circumstances are extraordinary in nature (NCAA Division III Bylaw 5.4.1.7). In October 20, 2015, the Management Council approved the integration of the NCAA Division III Committee on Academic Issues Subcommittee (AIS) into SLR; consequently, SLR is also specifically authorized to hear, deliberate and decide all waivers of the academic and full-time enrollment requirements and to consider relief from the application of NCAA legislation in Bylaws 14.01.2 (academic status); 14.1.7 (admission and enrollment); and 14.1.8 (full-time enrollment) and its subsections.

The philosophy of the Subcommittee for Legislative Relief is to review requests to waive the normal application of the legislation, appeal cases and render decisions while considering the following to determine if relief is appropriate:

1. The purpose or intent of the legislation;
2. Any information submitted by the applicant institution and student-athlete relative to, or affected by, the student athlete’s institutional academic status;
3. The involvement and the overall well-being of the student-athlete;
4. A competitive or recruiting advantage; and
5. Prior case precedent.

NCAA member institutions, conferences and committees/subcommittees may apply for a SLR waiver when no other committee/subcommittee has the authority to waive specific NCAA legislation for extenuating/extraordinary circumstances.

Reporting Lines.

The subcommittee reports directly to the Management Council.

Subcommittee Composition and Terms.

1. The subcommittee shall consist of six members of the Management Council, one of whom shall be elected chair;
2. The subcommittee chair shall only cast a vote in the event of a tie;
3. Members shall serve terms of office in accordance with Management Council's legislated policies and procedures.

Absences (Bylaw 21.7.2.3).

A member of the subcommittee shall be replaced if:

1. The chair deems the member to not be discharging his or her subcommittee duties properly; or

2. He or she is absent from two consecutive meetings/teleconferences without reasons approved by the Management Council.

Waiver Submission Procedures.

1. Waiver requests shall be submitted to the NCAA national office via Requests/Self-Reports Online (RSRO).

2. Waiver submissions must be e-signed or have a signature uploaded in RSRO.
   a. Requests submitted by an institution require signatures from two of the following individuals of the involved institution (one of whom must be from outside the athletics department):
      (1) Chancellor, president or faculty athletics representative; and
      (2) Director of athletics or senior woman administrator.
   b. Requests submitted by a conference office shall be signed by both the commissioner (or executive director) and at least one conference officer (e.g., associate commissioner).
   c. Requests submitted by an NCAA committee or subcommittee shall be signed by the chair or a member of that committee or subcommittee.

3. Stamp signatures will not be accepted. Waiver submissions for individual student-athletes or prospective student-athletes are required to include a signed Buckley Statement.

4. The case will be considered complete and case processing timelines begin once all required information is uploaded into RSRO (either by the applicant institution or by AMA staff).
Review Guidelines.

1. **Documentation for Review.** A decision will be made by the staff and subcommittee based solely on the submitted written documentation from the applicant institution. The request shall include:

   a. The background of the involved situation;

   b. The reason(s) the institution, conference or NCAA committee or subcommittee believes relief from the application of the legislation is warranted; and

   c. Any additional information the institution, conference or NCAA committee or subcommittee believes is relevant to the case (e.g., medical documentation, educational transcripts, game schedules).

   NCAA committee or subcommittee members are prohibited from conducting independent research (e.g., online searches) in an effort to gather more facts/information regarding a pending request. When additional information or documentation is necessary, the subcommittee shall direct the staff to contact the applicant institution to request that the additional information or documentation be submitted.

2. **Review Timeline.** The institution, conference or NCAA committee or subcommittee will typically receive a decision through RSRO on its waiver submission within three weeks of receipt of the appropriate materials at the national office. It is important for the submitting institution, conference or NCAA committee or subcommittee to specify clearly the reason(s) the issue may be time sensitive.

3. **Urgent requests involving unforeseen circumstances (e.g., death, severe injury or illness, catastrophic events).** The subcommittee granted the staff authority to provide relief of the legislation via the telephone. An institution will be required to submit a formal waiver submission via RSRO to the NCAA staff within two business weeks of receiving the telephone waiver decision. Institutions are encouraged to call the staff anytime an unforeseen urgent issue arises in which relief of the legislation is necessary via the waiver process.

4. **Requests Involving Other Institutions, Conferences or Specific Student-Athletes.** For requests involving statements or assertions regarding another member institution's or conference's conduct or actions as a basis for relief, the applicant institution will be required to:

   a. Submit all application materials and supporting documentation to the member institution(s) or conference cited as part of the allegations; and

   b. Give the member institution(s) 10 business days for the chancellor or president, director of athletics, faculty athletics representative, senior woman administrator or in the case of a conference, the commissioner, to respond in writing to the subcommittee and provide a copy of the response to the applicant. The response will be included in the application materials for review.
For requests involving a specific student-athlete(s), a written release from the student-athlete(s) is required according to federal law (i.e., Federal Educational Rights and Privacy Act) for the staff to provide applicant's request materials or supporting documentation to another member institution.

5. **Transfer Waiver Requests.** For transfer waiver submissions, the legislative relief staff may request the following:

   a. A position on the waiver request from the previous institution;
   
   b. Any available information on the prospective student-athlete from the enforcement staff; and
   
   c. Information from applicant institution regarding any third-party involvement (e.g., attorney, advisor, former coach) in recruiting and transfer decision(s). This request may include follow-up on information received from the enforcement staff.

   In addition:

   d. The case manager may research the Internet for articles regarding the prospective student-athlete's recruitment to the previous institution and recruitment and transfer to the applicant institution.

6. **Cases Involving Misinformation, a Lack of Information or Institutional Error.** For cases in which a student-athlete(s) is detrimentally impacted by the actions of institutional personnel or if the applicant institution benefits (request is approved) as a result of the circumstances, the chancellor or president of the applicant institution will be notified by letter from the staff detailing the chronology of the institution's/individual's actions.

   In situations where an institution has submitted multiple waiver requests involving misinformation, a lack of information or institutional error that has detrimentally impacted a student-athlete, a member of the staff or subcommittee may call an institution's chancellor or president to recommend that an institution establish a specific plan to prevent future instances of misinformation/error.

7. **Season of Participation Exception - Pending Subcommittee for Legislative Relief waiver.** A transfer student-athlete who has a SLR waiver request pending at the staff and/or subcommittee level may practice, but not compete, after the first contest or date of competition in the traditional segment in the student-athlete's sport without using a season of participation provided the staff has notified the institution both verbally and in writing (i.e., email) that the staff has received the institution's completed waiver application and relevant supporting documentation. The student-athlete may continue practice until a decision has been reached on the waiver request.
a. If the student-athlete's waiver request is denied, the institution shall, on verbal and written notification from the staff, immediately prohibit the student-athlete from participating in further practice with his or her team.

b. If the student-athlete's institution appeals the denial, the institution may permit the student-athlete to resume practicing with his or her team only on verbal and written notification from the staff that it has received the institution's request for appeal. If the subcommittee denies the institution's appeal, the student-athlete must cease practicing immediately on receiving verbal and written notification from the staff that the appeal has been denied.

c. If the waiver request is denied and the student-athlete continues to practice, he or she shall be charged with the use of a season of participation.

8. Requests Involving Medical Documentation. For requests involving medical documentation that does not clearly demonstrate that the requirements of a given waiver are met (e.g., noncontemporaneous, does not state the student-athlete or family member is debilitated), the information may be shared with a medical expert. The expert analysis shall be included as part of the waiver request to be considered by the legislative relief waiver staff and subcommittee for review.

9. Requests Involving Issues, Arguments or Mitigation Regarding an Education-Impacting Disability. For requests involving an education-impacting disability (e.g., impairments such as mental health disorders, eating disorders, learning disability, Attention Deficit Hyperactivity Disorder, medical conditions, deaf/hard of hearing), the information may be shared with an expert in that field. The expert analysis shall be included as part of the legislative relief waiver request to be considered by the legislative relief staff and subcommittee.

10. Communication Protocol. Members of the subcommittee shall not discuss a pending request with the NCAA staff, institutional representatives, the prospective or enrolled student-athlete, or his or her legal counsel without all parties having the opportunity to participate. Further, the subcommittee members may contact the staff to request that additional information about the case be obtained prior to a final decision. All inquiries from the media should be forwarded to the national office for response.

11. Archived Cases. The subcommittee may archive cases based on a change in subcommittee philosophy (with appropriate notice given to the membership) or based on the decision date of a case (i.e., cases decided prior to a given date are designated as archived). Cases shall be archived by the staff every three years. The archived cases serve only as a historical resource to the membership and staff.
Review Procedures.

Per NCAA Constitution 4.7.3-(h), the Management Council has authorized the subcommittee to consider requests for relief from the application of NCAA legislation in instances where no Division III committee, subcommittee or NCAA staff member has the authority to act.

The staff may make a decision on behalf of the subcommittee (except for requests involving a blanket waiver). On request of the subcommittee, a waiver may be elevated directly to the subcommittee without a staff decision. A waiver may be elevated directly to the Management Council without either a staff or subcommittee decision only in instances when the subcommittee deems that Management Council would be the appropriate body to issue an initial decision on the request.

The staff and subcommittee should strive for consistency in treating issues involving similar circumstances.

Recusal Procedures.

It is the responsibility of a subcommittee member to recuse himself or herself from participation in the review of an institution's or conference's request if:

1. He or she is connected to that institution by employment, personal or conference affiliation; or
2. He or she has a personal relationship or institutional affiliation that reasonably would result in the appearance of bias or prejudice.

Institutional objections to a subcommittee member participating in the review of a request should be raised with the subcommittee chair as soon as recognized but will not be considered unless the concern is raised prior to the subcommittee's review of the matter.

All ex parte communication between applicant representatives and subcommittee members about a pending case is prohibited.

Appeals to the Subcommittee.

The subcommittee will serve as an appellate body for all staff decisions that the membership wishes to appeal. The subcommittee will maintain a standing appointment for a weekly teleconference to discuss the appeal cases. The subcommittee chair shall only cast a vote in the event of a tie vote amongst other subcommittee members present and voting or when a chair vote is necessary to take formal action. A simple majority is necessary for a decision. The subcommittee shall not consider appeals of decisions of an NCAA committee or subcommittee with legislative authority to act.

1. Timeline.

Within 30 calendar days from the date on the initial staff decision letter, the applicant institution, conference, committee or subcommittee may appeal the staff decision to the
subcommittee. An appeal letter submitted to the associate director after the 30-day appeal period will not be processed.

- Exceptions to this policy may be granted by the chair when an institution is able to demonstrate, in writing, that exceptional circumstances caused the institution's appeal to be submitted beyond the 30-day appeal period. Appeals will be submitted to the subcommittee members for review on a weekly basis.

- At the institution's request, an institution may participate, via teleconference, during the subcommittee's review of a waiver. An institutional staff member (as opposed to a conference office staff member or external counsel) may participate on a subcommittee conference call to present the institution's case. Such a presentation is limited to five minutes, with additional time allotted for questions from subcommittee members. At the discretion of the chair, the institution's presentation may exceed five minutes. At the conclusion of the presentation and any questions, the institution shall exit the call and the subcommittee will deliberate privately.

2. Decision.

The subcommittee decision shall be communicated to the involved institution by the NCAA staff. A summary of the decisions of the staff and subcommittee shall be provided to the Management Council and NCAA Division III Presidents Council on a regular basis.

Reconsideration.

If new information becomes available after the subcommittee has denied a waiver request, an institution may submit a reconsideration request to the subcommittee. The initial request and all supplemental information for reconsideration shall be submitted to the NCAA staff by an NCAA institution, conference or NCAA committee. The director or associate director shall determine if the submitted information meets the new information standard. If yes, the staff will then forward the request for reconsideration to the subcommittee. If no, then the reconsideration request shall be denied.

The applicant institution may appeal the director's or associate director's decision to deny the reconsideration request to the chair of the subcommittee. If the chair determines that the case should be reconsidered by the subcommittee, then the staff will forward the case to all subcommittee members. If the chair affirms the director's or associate director's decision to deny the request for reconsideration, the chair's decision is final.

In the event that the chair recuses himself or herself, the senior member of the subcommittee will review the appeal decision.
Appeals to Management Council.

Once an institution has exhausted its appellate and if appropriate, reconsideration opportunity with the subcommittee, an institution may appeal the subcommittee’s decision to the Management Council. The Management Council and Presidents Council have adopted the following procedures to apply for appeal of any committee or Management Council subcommittee action:

General Authority.

The Management Council shall review membership appeals and decisions made by a Division III committee or the NCAA staff regarding the application of NCAA legislation to a particular situation when no other committee, subcommittee, or conference has the authority to act (Constitution 4.8.3-(h)). All Management Council decisions shall be reported to the Presidents Council which may ratify, amend or rescind the actions of Management Council (Constitution 4.4.2-(g)-(h)). The Presidents Council shall hear appeals of original Management Council actions (as opposed to Management Council appellate decisions). Presidents Council is not required to hear or act on any request for additional consideration in which an appellate opportunity has already been provided by the Management Council. Presidents Council may, however, review any issue at its discretion.

Standard of Review.

A council shall not alter the decision of the committee, subcommittee or council that initially decided the matter unless it concludes that the committee, subcommittee or council erred in its decision in a manner that, in the judgment of the council, affected the decision. The finding of such an error shall be based on a determination of one of the following:

1. The committee, subcommittee or council improperly applied NCAA legislation or official interpretations;
2. The committee, subcommittee or council took an action inconsistent with established precedent; or
3. The committee, subcommittee or council deviated from its approved procedures or that the decision is clearly erroneous.

Documentation for Review.

The involved institution must submit a written notice of appeal to be received in the national office not later than 30 days after it has received notification of the adverse decision.

1. The appeal must be submitted by at least two of the following institutional representatives: chancellor/president, faculty athletics representative, director of athletics and senior woman administrator.

2. The Notice of Appeal must include reasons the institution believes the decision was erroneous. All supporting documentation from the involved institution shall be submitted no later than five business days before the meeting in which the appeal will be reviewed.
Review of appeals shall take place only in conjunction with regularly scheduled meetings of the applicable council or the NCAA Division III Administrative Committee. All appeals shall be based on the written record, unless the council officers conclude that compelling reasons exist to conduct an in-person meeting. Not later than 48 hours before the meeting in which the appeal will be reviewed, the committee, subcommittee or council shall submit reports that detail the initial decision. The report shall identify the involved NCAA rules and interpretations and shall specify the information and precedent relied on in reaching the decision.

Parliamentary Procedure and Recusals.

For purposes of parliamentary procedure, the Presidents Council, Management Council or Administrative Committee 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 in such matters as appeals, rehearing or other appearances. [Note: This affects such matters as motions to reconsider, amend or rescind earlier actions].

Members shall recuse themselves from participating in the complete review process (discussion and vote) if the matter involves their institution or conference. Members shall recuse themselves from voting on a matter of a decision by a committee or subcommittee on which they serve or if the matter involves a member of their conference. However, these members may participate in discussions related to the matter.

Decision.

The Presidents Council, Management Council or Administrative Committee shall deliberate and notify the national office staff of its decision (based on standard of review set forth above). The national office staff shall notify the involved institution and shall provide a written confirmation of the decision. The notification should occur as soon as practical after the decision is reached and adjournment of the meeting. No notification, formal or informal, should occur before adjournment. The appellant also should be notified of any additional procedures available. No public announcement shall be made until the meeting has adjourned.

Rehearing.

Rehearing of an issue may be granted only on the basis of new, relevant and significant information directly related to the original findings. The applicable officers will review the submitted evidence to determine if it believes the new-evidence requirement has been met.

If in reviewing the appeal the Presidents Council, Management Council or Administrative Committee concludes that new information that was not made available to the involved committee or subcommittee at the time of its initial decision has been reported and that the information is of such
importance to make a different result reasonably probable, the case shall be redirected to the committee or subcommittee that initially considered it for further review.

**Conflict of Interest Statement.**

The NCAA is a voluntary Association comprised of colleges, universities, conferences and other organizations governed through a membership-led committee structure. Within the governance structure, subcommittee members must carefully balance their responsibilities to their respective institutions and/or conferences with the obligation to advance the interests of the Association, the division, or the sport and ultimately enhance the student-athlete experience. While the fiduciary obligations of subcommittee members to their own institution, their conference and to the Association ordinarily are not in conflict, it is recognized that as a representative membership organization, subcommittee members' fiduciary obligations are first to their institution, second to their conference and third to the Association. NCAA committee or subcommittee service involves important ethical and moral obligations. Subcommittee integrity is critical to the decision-making process and includes trust, confidentiality and honesty in all issues and aspects of service and representation. Committee discussions and decisions should reflect and advance the interests of the Association, the division, or the sport, and ultimately enhance the student-athlete experience. NCAA committee or subcommittee members shall disclose any conflict or potential conflict between their respective personal, professional, institutional, conference or business interests and the interests of the Association that may affect or otherwise threaten such integrity, in any and all actions taken by them on behalf of the Association, for subcommittee evaluation under this Statement.

In addition to any fiduciary obligation to their institution and conference, subcommittee members also have a fiduciary duty to the Association not to use knowledge or information obtained solely due to service on that subcommittee to the disadvantage of the Association during the term of subcommittee service. Further, a subcommittee member shall not participate in the subcommittee's discussion or vote on any action that might bring direct or indirect personal financial benefit to the member or any organization (other than the member's institution or conference) in which the member is financially interested. A subcommittee member should also not participate in a discussion or vote for which the member's institution or conference is to be accorded a special benefit beyond benefits shared with other institutions or conferences or is to receive a penalty or disqualification. A violation of either of the above rules by a member of the subcommittee shall not invalidate the action taken by the committee if, following disclosure of the conflict of interest, the subcommittee authorizes, ratifies or approves the action by a vote sufficient for the purpose, without counting the vote of the subcommittee member with the conflict of interest and the appropriate oversight body approves the action.

A subcommittee member is responsible for advising the chair of any actual or potential conflicts of interest or obligations which he/she may have hereunder and should recuse him/herself from participating in proceedings, as may be warranted by this policy. Abuse of one's position as a member of a subcommittee may result in dismissal from that position. Where such abuse appears evident, a subcommittee member will be notified by the subcommittee chair and will have the opportunity to present a rebuttal or details of the situation. *(August 2008 NCAA Executive Committee minutes.)*
Speaking Agent Policy.

The president of the Association and the chair of the Executive Committee are the only individuals authorized to speak on behalf of the Association except as outlined below.

An individual representing a member institution or conference who speaks or opines on an Association issue only has the authority to express the view of that individual or the member institution or conference unless the individual has been designated by the Executive Committee of the Association as a speaking agent of the Association on that issue.

Subcommittee chairs are hereby designated as speaking agents of their subcommittees regarding issues within their subcommittees’ jurisdiction on which there is consensus, except that positions of advocacy on behalf of the subcommittee or the Association to be communicated in writing or orally to persons or entities external to the Association must have prior approval by the Executive Committee or the president of the Association.

The president of the Association is hereby granted authority to designate additional speaking agents of the Association. *(April 2001 Executive Committee minutes.)*
# Case Summary

## General Case Information

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<thead>
<tr>
<th>Case Number</th>
<th>Case Type</th>
<th>Sub Case Type</th>
<th>Release to Database</th>
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<tr>
<td>867697</td>
<td>Legislative Relief Waiver</td>
<td>Amateurism; Financial Aid; Playing and Practice Seasons; Request for a Sports Team</td>
<td>Yes</td>
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**Student-Athlete**

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<th>Institution</th>
<th>Division</th>
<th>Sport(s)</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>III</td>
<td>Softball</td>
</tr>
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</table>

**Legislative Cite(s)**

- 17.1.1.3.3 - Sports with a Spring NCAA Championship, except for Golf, Rowing and Tennis.
- 17.1.1.3 - Length of Playing Season.

## Decision Information

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<tr>
<th>Decision</th>
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<th>Decision Level</th>
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<tbody>
<tr>
<td>Approved</td>
<td>03/24/2016</td>
<td>Staff</td>
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**Conditions**

One-time waiver. Future similar requests may be denied.
Must educate institutional staff on policies and procedures related to the legislation in question.

**Rationale**

- Case precedent.: Case No. 610391
- Institutional Error.: Specifically, staff noted applicant institution's head women's softball coach and athletics director failed to recognize and correct the team's playing and practice season based on the conference tournament and championship game schedule.
- Student-athlete well-being.: Staff noted that due to institutional error, student-athletes would be precluded from participating in the conference championship if the waiver were denied.
- Please note that due to the actions of institutional personnel resulting in the need for a waiver, a letter will be sent to applicant institution's chancellor/president per the Legislative Relief policies and procedures.:
**Case Summary**

Fall 2015: Applicant institution's head softball coach submitted the softball team's playing and practice season declaration form. The form declared a scheduled start date of January 24, 2016.

Early January 2016: Applicant institution's athletics director reviewed the softball team's Declaration of Season form and did not notice that the team's season would end the day before the final date of the conference tournament.

January 24: Applicant institution's softball team conducted its first practice of the traditional segment.

January 25: Applicant institution's director of compliance reviewed the softball team's Declaration of Season form and noticed the error.

May 7: Scheduled end of applicant institution's softball playing and practice season.

May 8: Final day of applicant institution's softball conference championship.

Applicant institution would like to add an additional day to the end of the softball team's playing and practice season to compete in the conference championship game May 8 if the team advances to that contest date; however, doing so is prohibited by NCAA legislation. Specifically, the length of an institution's playing and practice season for a sport with a winter NCAA Championship is limited to 19 weeks, and adding the additional day would result in a 20-week season.

Assertions:

(1) Applicant institution's softball coach admits to an oversight in scheduling and did not recognize that the schedule would cause the season to end prior to the completion of the conference championship. Specifically, the coach mistakenly believed the conference championship began on a Saturday instead of a Sunday;

(2) Applicant institution's athletics director admits to an oversight in his initial review of the declaration of season form;

(3) To rectify the issue by taking off an extra week during the season, applicant institution would have to cancel scheduled contests;

(4) Applicant institution plans on changing their current playing and practice season declaration form to clearly outline the conference tournament and championship schedule dates; and

(5) Applicant institution will not engage in athletically related activity on two scheduled practice days during the remainder of the season to counter any competitive advantage that would be gained by receiving an extension.
### Specific Case Information

Describe the institution's request for relief. **Waive the normal application of the length of playing season legislation and permit applicant institution's softball team to compete for one day beyond the end of the declared playing season.**

Name of the NCAA Governance Committee submitting the waiver
**Case Summary**

### General Case Information

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<tr>
<td>901497</td>
<td>Legislative Relief Waiver</td>
<td>Amateurism; Recruiting; Awards, Benefits and Expenses; Playing and Practice Seasons. Request for a Prospective Student-Athlete or Student-Athlete</td>
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<th>Sport(s)</th>
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<td></td>
<td></td>
<td>III</td>
<td>Men's Gymnastics</td>
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**Legislative Cite(s)**

- 16.8.1.3.1 - Involvement of Coaching Staff.
- 17.1.5.2.1 - Involvement of Coaching Staff.

### Decision Information

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<tr>
<td>Approved</td>
<td>04/15/2016</td>
<td>Staff</td>
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</table>

**Conditions**

One-time waiver. Future similar requests may be denied.

Other: Applicant institution's coach may monitor/conduct SA training until the end of the academic year (May 15, 2016) provided SA makes the Colombian national team. SA and coach may not engage in athletically related activities following the national team tryout event (May 6-9, 2016) if SA does not make the Colombian national team.

**Rationale**

Case precedent.: Staff noted Case No.826813 was granted for the student-athlete to tryout for his country's national team to represent the nation in elite-level competition, specifically in the Pan American Games.

Student-athlete well-being.: Staff noted the elite and unique circumstances surrounding participation in national team tryouts that qualify the student-athlete to participate in the Olympic Games. Further, staff noted the safety concerns connected to gymnastics training that necessitate coaching supervision.
Case Summary

Student-athlete (SA) is an international student from Colombia.

SA has the opportunity to tryout to represent the Colombian national team at the 2016 Olympics.

April 2, 2016: End of applicant institution's declared playing and practice season.

May 6-9, 2016: Colombian national team tryout competition.

May 15, 2016: End of applicant institution's academic year.

Applicant institution would like for SA to continue to train with applicant institution's head coach until the end of the institution's academic year; however, the athletically related activities legislation precludes SA from engaging in athletically related activities with applicant institution's coaching staff outside the institution's declared playing and practice season.

Assertions:

(1) Applicant institution is the only Division III institution that sponsors men's gymnastics;

(2) SA is an international student and does not have access to a local club team or coach;

(3) Gymnastics is a sport with significant safety concerns and it is critical for SA to practice under the supervision of a coach; and

(4) The opportunity to tryout for a national team during an Olympic year is an elite opportunity that only presents itself once every four years.
Specific Case Information

Describe the institution's request for relief. Waive the normal application of the playing and practice seasons legislation and permit SA to train with applicant institution's head coach outside of the institution's declared playing and practice season; specifically, to permit SA to train with the coach until the end of applicant institution's academic year.

Name of the NCAA Governance Committee submitting the waiver
Case Summary

General Case Information

<table>
<thead>
<tr>
<th>Case Number</th>
<th>Case Type</th>
<th>Sub Case Type</th>
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<tbody>
<tr>
<td>904578</td>
<td>Legislative Relief Waiver</td>
<td>Amateurism; Financial Aid; Playing and Practice Seasons; Request for a Sports Team</td>
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</table>

**Student-Athlete Name**

**Institution**

**Division**

III

**Sport(s)**

Men's Lacrosse

Men's Tennis

**Legislative Cite(s)**

17.1.1.3 - Length of Playing Season.
17.1.1.3.3 - Sports with a Spring NCAA Championship, except for Golf, Rowing and Tennis.
17.1.1.3.4 - Golf, Rowing and Tennis.

Decision Information

<table>
<thead>
<tr>
<th>Decision</th>
<th>Decision Date</th>
<th>Decision Level</th>
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</thead>
<tbody>
<tr>
<td>Approved</td>
<td>04/16/2016</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**Conditions**

One-time waiver. Future similar requests may be denied. Must educate institutional staff on policies and procedures related to the legislation in question.

**Rationale**

Case precedent.: Case No. 867697; Case No. 672132

Institutional Error.: Specifically, staff noted applicant institution failed to include the conference tournament in the 19-week maximum limit for men's lacrosse and men's tennis.

Student-athlete well-being.: Specifically, staff noted that due to institutional error, student-athletes would be precluded from participating in the conference tournament in men's lacrosse and men's tennis if the waiver were denied.

Please note that due to the actions of institutional personnel resulting in the need for a waiver, a letter will be sent to applicant institution's chancellor/president per the Legislative Relief policies and procedures.
Case Summary

April 25, 2016 - ARCHIVED, DO NOT PUBLISH per NCAA Division III Management Council Subcommittee for Legislative Relief.

August 24, 2015: Applicant institution's scheduled first date of men's tennis fall period.

September 8, 2015: Applicant institution's scheduled first date of men's lacrosse nontraditional segment.

October 9, 2015: Applicant institution's scheduled last date of men's tennis fall period.

October 10, 2015: Applicant institution's scheduled last date of men's lacrosse nontraditional segment.

January 5, 2016: Applicant institution's scheduled first date of men's lacrosse traditional segment.

January 25, 2016: Applicant institution's scheduled first date of men's tennis spring period.

April 12, 2016: Applicant institution's scheduled last date of men's lacrosse traditional segment. Additionally, applicant institution became aware that conference tournaments must be included in the playing and practice season limitations.

April 16, 2016: Applicant institution's scheduled last date of men's tennis spring period.

April 19, 23 and 30: Applicant institution's men's lacrosse conference championship dates.

April 20 and 23: Applicant institution's men's tennis conference championship dates.

Applicant institution would like to add an additional two weeks and four days to the end of the men's lacrosse team's playing and practice season to compete in the conference tournament. Additionally, applicant institution would like to add an additional week to the end of the men's tennis team's playing and practice season to compete in the conference tournament; however, doing so is prohibited by NCAA legislation. Specifically, the length of an institution's playing and practice season for a sport with a spring NCAA championship is limited to 19 weeks. Adding two weeks and four days to the men's lacrosse season would result in a 22-week season. Additionally, adding one week to the men's tennis season would result in a 20-week season.

Assertions:

1. Applicant institution's compliance administrator admits to a legislative misunderstanding. Specifically, the compliance administrator was not aware the conference tournament is included in the playing and practice season, and must be included in the 19-week maximum limitation of men's lacrosse and men's tennis.

2. Absent a waiver, student-athletes will be denied a conference championship opportunity in men's lacrosse and men's tennis.
### Specific Case Information

<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td><strong>Describe the institution's request for relief.</strong> Waive the normal application of the length of playing season legislation and permit applicant institution's men's lacrosse team and men's tennis team to compete beyond the end of the declared playing seasons.</td>
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Name of the NCAA Governance Committee submitting the waiver: 

| Name of the NCAA Governance Committee submitting the waiver |
## Case Summary

### General Case Information

<table>
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<td>Amateurism; Recruiting; Awards, Benefits and Expenses; Playing and Practice Seasons. Request for a Prospective Student-Athlete or Student-Athlete</td>
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<table>
<thead>
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<th>Student-Athlete Name</th>
<th>Institution</th>
<th>Division</th>
<th>Sport(s)</th>
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<tr>
<td></td>
<td></td>
<td>III</td>
<td>Women's Tennis</td>
</tr>
</tbody>
</table>

**Legislative Cite(s)**

- 12.5.1.4 - Commercial Advertisement.
- 12.5.1.3 - Modeling and Other Nonathletically Related Promotional Activities.

### Decision Information

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<tr>
<th>Decision</th>
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<th>Decision Level</th>
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<tbody>
<tr>
<td>Approved</td>
<td>04/22/2016</td>
<td>Staff</td>
</tr>
</tbody>
</table>

**Conditions**

Other: Staff noted the following: (1) Applicant institution may not have any involvement in promoting the commercial product; (2) For any media activity that mentions SA's status as a student-athlete, SA may not actively promote the commercial product; and (3) SA's remuneration must be at a rate commensurate with SA's skills and experience as a writer and shall not be based in any way upon SA's athletics ability or reputation.

**Rationale**

- **Case precedent:**
  - Student-athlete well-being: Specifically, staff noted: (1) SA became involved in such activities for reasons independent of athletics ability; and (2) There is no athletics relationship between SA's writing and her participation at applicant institution.
  - Totality of the circumstances: Specifically, staff noted that the NCAA Division III Interpretations and Legislation Committee reviewed the article and agreed that the promotional activities legislation precludes SA from being featured in an article that references both her athletics participation and a commercial product or service; however, the committee agreed that a waiver was appropriate based on the specific set of facts.
Case Summary

2004: Student-athlete (SA) published three children's novels at the age of 10.

Fall 2012: SA initially enrolled at applicant institution. SA is a member of the women's tennis team at applicant institution.

Applicant institution would like to allow SA to use her name, image and likeness for promotional purposes even if the promotion makes reference to her intercollegiate athletics involvement; however, it is not permissible for a student-athlete to promote a commercial product or service if the promotional activity references intercollegiate athletics participation.

Assertions:
(1) SA has published a number of children's and young adult books, most predating her initial collegiate enrollment;

(2) There is no relationship between SA's commercial products and her participation in intercollegiate athletics at applicant institution;

(3) SA will not actively promote her commercial product in any promotional activities that reference her intercollegiate athletics involvement;

(4) Many of the proceeds from SA's book sales are donated toward charitable causes; and

(5) SA's remuneration will be at a rate commensurate with SA's skills and experience as a writer and will not be based in any way upon SA's athletics ability or reputation.
Describe the institution's request for relief. Waive the normal application of the promotion of a commercial advertisement legislation and permit SA to use her name/likeness for promotional purposes.

Name of the NCAA Governance Committee submitting the waiver: Interpretations and Legislation Committee
Case Summary

General Case Information

<table>
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Student-Athlete Name

<table>
<thead>
<tr>
<th>Name</th>
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<th>Division</th>
<th>Sport(s)</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>III</td>
<td>Women's Basketball</td>
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</table>

Legislative Cite(s)

17.3.3 - First Contest
17.3.3.1 - Exceptions.

Decision Information

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<tr>
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<tbody>
<tr>
<td>Approved</td>
<td>05/31/2016</td>
<td>Staff</td>
</tr>
</tbody>
</table>

Conditions

One-time waiver. Future similar requests may be denied.

Other: Specifically, staff noted that applicant institution and Institution No. 1 may play a regular season contest prior to the first permissible contest date on November 12, 2016. However, staff noted that application institution should make other arrangements for the Lauren Hill Tipoff Classic beginning in 2017. Applicant institution may choose to: (1) conduct the Lauren Hill Tipoff Classic as an exhibition contest prior to the first permissible contest date; (2) conduct the Lauren Hill Tipoff Classic as a regular season contest on or after the first permissible contest date; or (3) propose legislation that would allow the Lauren Hill Tipoff Classic to occur prior to the first permissible contest date on an annual basis (in order to use this option, the membership must adopt this proposal at the 2017 Convention).

Rationale

Totality of the circumstances.: Specifically, staff noted the following: (1) Lauren Hill's impact on applicant institution, Institution No. 1 and all of Division III; (2) Applicant institution and Institution No. 1 will play in conjunction with an already scheduled Division I contest on November 12, 2016; and (3) Allowing the institution a one-time waiver for 2016 will allow applicant institution the opportunity to make alternative plans for the Lauren Hill Tipoff Classic beginning in 2017.
November 2, 2014: Applicant institution and Institution No. 1 played a women's basketball contest prior to the first permissible contest date to allow Lauren Hill, a student-athlete at applicant institution, to compete. Hill was suffering from an inoperable brain tumor.

April 10, 2015: Lauren Hill passed away.

November 12, 2016: Applicant institution and Institution No. 1 would like to play a regular season contest as part of the First Annual Lauren Hill Tipoff Classic. The contest will be played in conjunction with a Division I contest and will serve as a fundraiser for The Cure Starts Now.

Applicant institution would like to play November 12, 2016; however, November 12 is three days prior to the first permissible contest date.

Assertions:

(1) Lauren Hill had a significant impact on applicant institution, Institution No. 1 and the entirety of the NCAA;

(2) Applicant institution would like to honor Lauren's memory with an annual Lauren Hill Tipoff Classic;

(3) Conducting the contest as an exhibition contest would undermine the importance of Lauren's mission to end pediatric cancer;

(4) The contest will be conducted in conjunction with an already scheduled Division I contest; and

(5) The contest will count toward the maximum contest limitations for both applicant institution and Institution No. 1.
Specific Case Information

Describe the institution’s request for relief. Permit applicant institution and Institution No. 1 to play a regular season women’s basketball contest November 12, 2016 as part of the Lauren Hill Tipoff Classic.

Name of the NCAA Governance Committee submitting the waiver
General Case Information

Case Number | Case Type                  | Sub Case Type                                      | Release to Database |
-------------|----------------------------|----------------------------------------------------|---------------------|
908616       | Legislative Relief Waiver | Request for Any Other Individual, Entity or Event   | No                  |

Student-Athlete Name

Institution | Division | Sport(s) |
-------------|----------|----------|
III          |          | Softball |

Legislative Cite(s)

13.2.2 - Specific Prohibitions.
13.9.1.1 - Exception -- Nonbinding Athletics Celebratory Form.

Decision Information

Decision     | Decision Date | Decision Level |
-------------|---------------|----------------|
Approved     | 04/22/2016    | Staff          |

Conditions

Rationale

Student-athlete well-being.: Specifically, staff noted the following: (1) the extraordinary nature of PSA's illness; (2) applicant institution is not recruiting PSA; and (3) applicant institution provides the same treatment to other individuals with life-threatening and chronic illness.
Applicant institution would like to have a prospective student-athlete be an honorary softball team member; however, an institution may not provide benefits to a PSA that are not generally available to all prospective students or a particular segment of the student body for reasons unrelated to athletics.

Assertions:

(1) PSA has been diagnosed and is currently fighting a nonterminal cancer;

(2) Applicant institution is requesting to allow PSA to be an honorary team member for as long as the partner organization and host family feel it is a positive impact on the child/young adult;

(3) As an honorary team member, applicant institution will provide PSA with team gear, team photo, a celebratory signing, a birthday party with a small gift and other general team type experiences;

(4) Partner organization has informed applicant institution that PSA has no reasonable expectation of participating in intercollegiate athletics;

(5) PSA intended to play softball at her high school until her cancer diagnosis and treatment;

(6) Institution has no intention of recruiting PSA;

(7) PSA will not receive any additional benefits beyond those applicant institution has requested; and

(8) Applicant institution also provides the same treatment to other individuals with life-threatening and chronic illnesses.
<table>
<thead>
<tr>
<th>Specific Case Information</th>
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</thead>
<tbody>
<tr>
<td>Describe the institution's request for relief. <strong>Waive the normal application of the offers and inducements and celebratory signing legislation and permit a PSA to be an honorary team member, receive team gear and sign a celebratory signing form.</strong></td>
</tr>
<tr>
<td>Name of the NCAA Governance Committee submitting the waiver</td>
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Case Summary

General Case Information

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<td>Waiver</td>
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<th>Sport(s)</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>III</td>
<td>Men's Basketball</td>
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Legislative Cite(s)

17.29.1.2 - Tour to U.S. Territory or Commonwealth.
17.29.1.8 - Opponents.

Decision Information

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<tbody>
<tr>
<td>Approved</td>
<td>05/02/2016</td>
<td>Staff</td>
</tr>
</tbody>
</table>

Conditions

One-time waiver. Future similar requests may be denied.
Must educate institutional staff on policies and procedures related to the legislation in question.
Other: The trip to Puerto Rico will serve as applicant institution's men's basketball program's one-in-three year foreign tour.

Rationale

Institutional Error.: Specifically, staff noted applicant institution mistakenly assumed the foreign tours legislation may be applied to trips to Puerto Rico.
Student-athlete well-being.: Specifically, staff noted each student-athlete is responsible for all expenses, and each student-athlete had already purchased non-refundable airline tickets.
Please note that due to the actions of institutional personnel resulting in the need for a waiver, a letter will be sent to applicant institution's chancellor/president per the Legislative Relief policies and procedures.:
March 9, 2016: Eight men's basketball student-athletes (SAs) purchased non-refundable round trip airline tickets to Puerto Rico.

March 14, 2016: Men's basketball trip to Puerto Rico was officially approved by applicant institution's director of global education.

April 16, 2016: Applicant institution became aware that foreign tours legislation may not be applied to trips to Puerto Rico.

May 8-15, 2016: Men's basketball team trip to Puerto Rico.

Applicant institution's men's basketball team would like to travel to Puerto Rico as its one-in-four-year institutionally certified foreign tour and participate in three competitions against Puerto Rican teams; however, NCAA legislation precludes an institution that travels to a United States commonwealth or a United States territory from being considered an institutionally certified foreign tour and from participating in competition against American teams during a foreign tour.

Assertions:

(1) Applicant institution mistakenly assumed the foreign tours legislation may be applied to trips to Puerto Rico.

(2) Applicant institution requires all students to participate in an intercultural experience during their undergraduate career. Each men's basketball SA plans to use the trip to Puerto Rico to satisfy the graduation requirement.

(3) Each men's basketball SA is responsible for all expenses. Applicant institution will not pay for any portion of the trip.

(4) Travel to Puerto Rico is affordable, and does not require a passport.
Describe the institution's request for relief. Waive the normal application of the tour to United States territory or commonwealth and opponents on a foreign tour legislation and permit applicant institution to travel to Puerto Rico and participate in competition against teams from Puerto Rico as the institution's once-in-three years foreign tour.

Name of the NCAA Governance Committee submitting the waiver
Case Summary

Applicant institution's men's and women's swimming and diving retiring coach will receive a lifetime achievement award from the college swim coaches association and will be honored at a banquet May 5, 2016. The banquet will occur less than 50 miles from applicant institution's campus and student-athletes (SA) will provide their own transportation to attend.

Applicant institution would like to provide the ticket expense for SAs on men's and women's swimming and diving teams to attend the banquet, but SAs are precluded from doing so under miscellaneous benefits legislation.

Assertions:

The coach's receipt of a lifetime achievement award is a unique occurrence and SAs should be able to attend the celebration banquet to support their retiring coach.
Describe the institution's request for relief. Waive the miscellaneous benefits legislation and permit applicant institution to provide cost of men's and women's swimming and diving SAs to attend banquet where their retiring head coach will be honored with a lifetime achievement award.

Name of the NCAA Governance Committee submitting the waiver
Case Summary

General Case Information

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<thead>
<tr>
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<th>Student-Athlete Name</th>
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<th>Division</th>
<th>Sport(s)</th>
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<tr>
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<td></td>
<td>III</td>
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Legislative Cite(s)
17.1.1.3.1 - Sports with a Fall NCAA Championship.
17.1.1 - Playing Season.

Decision Information

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<tr>
<th>Decision</th>
<th>Decision Date</th>
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<tbody>
<tr>
<td>Approved</td>
<td>06/30/2016</td>
<td>Staff</td>
</tr>
</tbody>
</table>

Conditions
One-time waiver. Future similar requests may be denied.
Must educate institutional staff on policies and procedures related to the legislation in question.
Other: Specifically staff noted: 1) volleyball team may not report to campus until August 18, 2016; 2) no athletically related activities may occur on August 20, 2016; and 3) August 19 will be the official start date to the playing and practice season and must be calculated into the maximum week limitations.

Rationale
Institutional Error.: Specifically staff noted the miscommunication between the scheduling coordinator and compliance office, which resulted in the scheduling conflict.
Student-athlete well-being.: Specifically, staff noted: 1) institutional error between the scheduling coordinator and compliance office; 2) no competitive advantage; and 3) applicant institution is permitted to schedule its first contest on September 1, which would have allowed for an earlier first permissible practice date.
Please note that due to the actions of institutional personnel resulting in the need for a waiver, a letter will be sent to applicant institution’s chancellor/president per the Legislative Relief policies and procedures.:
Case Summary

May 2016: Applicant institution's compliance office calculated preseason start date.

May 23, 2016: Applicant institution scheduled an outside group to use institution's gymnasium on August 20, 2016.

June 9, 2016: Applicant institution discovered the scheduling conflict.

August 19, 2016: Applicant institution's women's volleyball team first permissible practice date if first date of competition would have been scheduled on September 1, 2016.

August 20, 2016: Applicant institution's women's volleyball team first permissible practice date.

September 2, 2016: Applicant institution's women's volleyball team first date of competition.

September 6, 2016: Applicant institution's first day of classes.

Applicant institution would like to begin practice for its women's volleyball team on August 19; however, August 19 is one day prior to the first permissible practice date.

Assertions:

(1) Applicant institution contacted outside group, but the group was unable to change the date;

(2) Applicant institution only has one gymnasium;

(3) Outside group will begin setting up the gymnasium the day before the event, will use the gymnasium the entire day and will not begin tearing down the facility until 9 p.m.;

(4) Applicant institution's women's volleyball team will not participate in any athletically related activities on August 20, 2016;

(5) Allowing the team to participate one day early will not extend the playing and practice season;

(6) Applicant institution may rent an outside facility, but it will cost the institution $1400; and

(7) Applicant institution's women's volleyball team is unable to change the first scheduled date of competition.
Describe the institution's request for relief. Waive the normal application of the first permissible practice date legislation to permit applicant institution's women's volleyball team to begin practice one day prior to the first permissible practice date.

Name of the NCAA Governance Committee submitting the waiver
# Case Summary

## General Case Information

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<tr>
<td></td>
<td></td>
<td>III</td>
<td>Women's Swimming and Diving</td>
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**Legislative Cite(s)**

- 17.1.5 - Out-of-Season Athletically Related Activities.
- 17.02.1 - Countable Athletically Related Activities.

## Decision Information

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<tr>
<td>Approved</td>
<td>06/30/2016</td>
<td>Staff</td>
</tr>
</tbody>
</table>

## Conditions

**Rationale**

Case precedent.: Case Nos. 617871, 312928

Student-athlete well-being.: Specifically, staff noted: (1) Applicant institution's request to allow its head swimming and diving coach to monitor SA's six-hour training swim and attempt to swim the English Channel during 2014 summer is based solely on the safety of SA; and (2) Both the physical and mental demands of the training swim and of the attempt to swim the English Channel require specialized coaching to ensure SA's safety.

Other:: Staff noted swimming the English Channel is a unique event with no competitive advantage gained by SA.
Case Summary

May 2017: SA will conduct a required six-hour training swim in cold open water as a prerequisite for an attempt to swim across the English Channel.

July 2017: Student-athlete (SA) will attempt to cross the English Channel.

Applicant institution's head women's swimming and diving coach would like to supervise SA during the six-hour training swim and during the English Channel swim; however, applicant institution's head swimming and diving coach is prohibited by the out-of-season athletically related activities legislation. Specifically, a coach is prohibited from engaging in athletically related activity with his or her SAs after an institution's declared swimming and diving season has ended.

Assertions:

(1) The nature of the six-hour swim and attempted English Channel crossing requires supervision to monitor SA's physical and mental needs;

(2) The primary focus of applicant institution's head coach's involvement is for the safety and well-being of the SA;

(3) Applicant institution's head coach has previously helped six other swimmers complete this feat; and

(4) SA will not gain a competitive advantage because the nature of the English Channel swim is different from swimming in a pool.
Specific Case Information

Describe the institution's request for relief.  Waive the normal application of the out-of-season athletically related activities legislation and permit applicant institution's head swimming and diving coach to monitor SA's six-hour training swim and SA's attempt to swim the English Channel during 2016 summer.

Name of the NCAA Governance Committee submitting the waiver
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and Announcements. The chair, Chris Ragsdale, welcomed the subcommittee members.


3. Review 2017 NCAA Convention Legislation. The subcommittee reviewed two membership-sponsored proposals for the 2017 Convention and recommended that Management Council take the following positions:
   a. NCAA Division III Proposal 2-7 (1-5) – Required Day off for Track and Field Indoor/Outdoor and Swimming and Diving. The subcommittee recommended a position of opposition to this proposal. The subcommittee noted concerns with monitoring days off for each individual student-athlete as well as concerns for the work-life balance of coaches and athletic trainers. Additionally, the subcommittee agreed that the proposal could impose additional facility and scheduling concerns at institutions where facility usage is already at a premium. Lastly, while the subcommittee acknowledged the potential physiological and training benefits associated with allowing the day off to apply to each individual student-athlete, the subcommittee agreed that those benefits would apply across all sports and should not be isolated to the two sports identified in the proposal.
   b. NCAA Division III Proposal 2-8 (1-6) – Exemption from Maximum Contest and Date of Competition Limitations. The subcommittee recommended a position of support for this proposal. The subcommittee agreed that field hockey and lacrosse are similar, in nature, to soccer and should be treated in the same fashion. Because this proposal would create consistency between similar sports, the proposal would ease the administrative and tracking burden on campuses.

4. Review Baseball Survey Summary. The subcommittee reviewed feedback from a survey distributed by the NCAA Division III Baseball Committee regarding the concept of an optional two period model for Division III baseball. The subcommittee noted that the baseball committee has also reviewed the survey results and elected to solicit additional
feedback from the baseball coaches’ association at its Convention in January. The baseball committee agreed that such an approach would be appropriate based on the fact that the membership-sponsored proposal that would establish an optional two period model did not receive appropriate co-sponsorship and will, therefore, not be voted on at the 2017 NCAA Convention. The subcommittee agreed to delay additional conversation on this topic, pending feedback from the baseball committee following the coaches’ association convention.

5. **Other Business.** None.

6. **Future Meetings.** No future meetings are scheduled at this time.

7. **Adjournment.** The subcommittee adjourned at 1:54 p.m. Eastern time.

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**Subcommittee Chair:** Chris Ragsdale, Heartland Collegiate Athletic Conference  
**Staff Support:** Sarah Otey, Academic and Membership Affairs  
Liz Suscha, Championships and Corporate Alliances  
Joni Williamson, Academic and Membership Affairs

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**NCAA Division III Management Council Playing and Practice Seasons Subcommittee**  
**October 4, 2016, Teleconference**

**Attendees:**  
Robert Davis, Jr., University of Scranton; Landmark Conference.  
Dennis Leighton, University of New England; Commonwealth Coast Conference.  
Frank Millerick, Becker College; New England Collegiate Conference.  
Chris Ragsdale, chair, Heartland Collegiate Athletic Conference.  
Terry Small, New Jersey Athletic Conference.  
Taryn Stromback, Student Athlete, Ohio Northern University; Ohio Athletic Conference.  
Terry Wansart, Hunter College; City University of New York Athletic Conference.

**Absentee:**  
None.

**NCAA Staff Support in Attendance:**  
Sarah Otey, Liz Suscha and Joni Williamson.

**Other NCAA Staff Members in Attendance:**  
Erin Burke, Eric Hartung, Louise McCleary and Jeff Myers.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Playing and Practice Season Subcommittee Referral to Baseball and Softball.** The Division III Championships Committee reviewed feedback from the Division III Baseball Committee and the Division III Softball Committee on the concept of allowing schools the option of establishing a two-period model in baseball.

2. **Sport Committee Appointments.** The committee approved the following committee appointments:

   a. Division III Rowing Committee – Carolyn Miles, associate director of athletics, Williams College.

   b. Division III Women’s Tennis Committee – West region: Ann Lebedeff, head women’s tennis coach, Pomona-Pitzer Colleges.

   c. Division III Women’s Volleyball Committee (immediate vacancy replacing Mika Robinson) – South region: Becky Hall, director of athletics, Oglethorpe University.

Committee Chair: **Gerald Young, Carleton College,**

Staff Liaisons: **Liz Turner Suscha, Championships and Alliances Maureen Harty, Academic and Membership Affairs**

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<th>Attendees:</th>
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<tr>
<td>Corey Borchardt, Upper Midwest Athletic Conference.</td>
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<td>Jennifer Chuks, Williams College; New England Small College Athletic Conference.</td>
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<td>Julie Johnson, Ripon College; Midwest Conference.</td>
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<td>Tracey Ranieri, State University of New York at Oneonta; State University of New York Athletic Conference.</td>
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Joe Weber, University of Texas at Dallas; American Southwest Conference.
Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.

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<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
<td>None.</td>
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ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.


2. Wrestling Regional Alignment Survey. NCAA staff reviewed the purpose and content of a survey recently distributed to Division III institutions sponsoring wrestling. The survey outlined a proposed regional realignment effective for the 2017 championship season to accommodate several institutions sponsoring wrestling for the first time. The Division III Wrestling Committee will review the survey feedback before presenting a final recommendation about the 2017 regional alignment to the championships committee at its next meeting. The championships committee understands that the wrestling committee will forward a proposal to implement more significant and long-term regional alignment changes once a broader analysis is complete.

3. Baseball Playing and Practice Seasons Survey. NCAA staff updated the development of a survey from the Division III Baseball Committee to seek feedback from institutions and conferences sponsoring baseball on the concept of a split season. In anticipation of a conference-sponsored legislative proposal for a split season, the baseball committee will provide a summary of the survey results and comment on the concept to the championships committee in advance of its September in-person meeting.

4. Adrian College – Men’s Ice Hockey Misconduct Appeal. The committee denied the appeal from Adrian College concerning the penalties the Division III Men’s Ice Hockey Committee applied for misconduct during the 2016 championship season. Specifically, Adrian College requested that the penalty for the head coach to sit out one contest be imposed at the beginning of the regular season rather than the start of the next NCAA postseason opportunity.

5. In-region Competition Waiver. The championships committee approved an in-region competition waiver for Emory University in women’s tennis for the 2016-17 season. The committee noted the program’s difficulty to schedule contests against Division III opponents due to the availability of other proximate in-region opponents.

6. Review Drafts of September In-Person Meeting Agendas. The committee reviewed the proposed agendas for the September in-person meeting with Division III sport committee chairs and the championships committee meeting. NCAA staff highlighted key agenda items for roundtable discussion and requested feedback from the committee.
7. **Future Meeting Dates and Sites.** The committee reviewed the dates for future in-person meetings through February 2017.

**Committee Chair:** Gerald Young, Carleton College, Minnesota Intercollegiate Athletic Conference.

**Staff Liaisons:** Liz Turner Suscha, Championships and Alliances
Maureen Harty, Academic and Membership Affairs

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<td>Gerald Young, Carleton College; Minnesota Intercollegiate Athletic Conference.</td>
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| **Absentees:**                     |
| Jennifer Chuks, Williams College; New England Small College Athletic Conference. |

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<tr>
<td>Maureen Harty, Academic and Membership Affairs.</td>
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<td>Shalisa Griffin, Championships and Alliances.</td>
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<td>Liz Turner Suscha, Championships and Alliances.</td>
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<tr>
<td>Louise McCleary, Governance.</td>
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<td>Jeff Myers, Academic and Membership Affairs.</td>
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<td>Katherine Plessy, Championships and Alliances.</td>
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<td>JP Williams, Championships and Alliances.</td>
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REPORT OF THE
NCAA DIVISION III CHAMPIONSHIPS COMMITTEE
SEPTEMBER 11-12, 2016, MEETING WITH SPORT COMMITTEE CHAIRS

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Welcome, Introductions and Review of Schedule and Agenda. The chair of the Division III Championships Committee facilitated introductions among the committee members, chairs of Division III sport committees and NCAA staff. The chair also reviewed the meeting schedule and highlighted key discussion items.

2. Championships Orientation and Division III Governance Update. The chair and NCAA staff referred to the Division III Championships Committee Policies and Operating Procedures Manual, outlined the key areas of responsibility for the committees, and reviewed key actions and issues from the previous year. In addition, NCAA staff reviewed the role of the NCAA governance group as it relates to the championships committee and the NCAA championships group as a whole. Staff also described the championships committee’s role within the Division III governance structure, particularly in regard to overseeing sport committees and submitting quarterly reports to the Division III Management Council, outlined the Division III budgeting process, highlighted new Division III communication and branding initiatives, and summarized recent action from several Division III working groups.

3. NCAA Division III Student-Athlete Advisory Committee. The group received an update from the most recent Division III Student-Athlete Advisory Committee (SAAC) meeting.

4. Host site selection. NCAA staff provided an overview of key dates, process and priorities for the 2018-2022 site selection process.

5. Updates from Chairs. Sport committee chairs talked about key issues in their sport, discussed action items submitted for championships committee consideration, and reviewed emerging topics that may be relevant to other committees.

6. 2017 Legislative Proposals. NCAA staff provided an overview of select legislative proposals that the membership will consider during the 2017 Convention.

7. Championships Issues and Discussion. Championships committee members and NCAA staff led a series of discussions on the following topics:

• Championship budget recap and future planning. NCAA staff reviewed a budget-to-actuals report by sport (committee expense, game expense, team per diem, and team travel); a summary of projected revenue and expenses for Division III; and the results of the 2015-16 pilot program to establish a fixed cost for charter seat air travel for
additional members of team travel parties. In addition, the sport chairs discussed areas for future budget support and emphasized priority for continued bracket expansion based on the legislated access ratio, increased travel party size for team sports, reimbursement for local ground transportation for schools that travel by air, a day of rest in between rounds at the finals site for team sports, increased officials’ fees, and sport-specific requests.

- Sport committee and regional advisory committee operations: orientation and training, site representative best practices, Special Olympics activation and legislative and policy review.
- Team sports: mock ranking exercise, selection criteria (strength of victory concept), and obligation to compete in championships once selected.
- Individual-team sport topics.

8. General Championships Information. NCAA staff reviewed several items related to championships policy and administration. Staff also updated the group about active institutions and conferences, and provisional/exploratory and reclassifying institutions.

Committee Chair: Gerald Young, Carleton College, Minnesota Intercollegiate Athletic Conference
Staff Liaisons: Liz Turner Suscha, Championships and Alliances
Maureen Harty, Academic and Membership Affairs

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<tr>
<th>Division III Championships Committee</th>
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<td>Rosa Riccobono, Eastern Connecticut State; Little East Conference.</td>
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<td>Susan Fumagalli Mahoney, Gettysburg College; Centennial Conference.</td>
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<td><strong>Guests in Attendance:</strong></td>
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<td>Jerry Bergsma, Calvin College.</td>
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<td>Katie Boldvich, Colonial Hockey Conference and New England Hockey Conference.</td>
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<td>Celine Cunningham, Stevens Institute of Technology.</td>
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<td>Ellen Dempsey, Hiram College.</td>
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<td>Lauren Esbensen, Pacific University.</td>
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<td>William Gorman, Wentworth Institute of Technology.</td>
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<td>Amy Heasley Williams, Kenyon College.</td>
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<td>Bill Kangas, Williams College.</td>
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<td>Dave Kemmy, Roger Williams University.</td>
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<td>Tracy King, Liberty League.</td>
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<td>Mike Krizman, College Conference of Illinois and Wisconsin.</td>
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<td>Marybeth Lamb, Bridgewater State University.</td>
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<td>Michelle Manning, Ithaca College.</td>
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<td>Jack McKiernan, Kean University.</td>
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<td>Bobbi Morgan, Haverford College.</td>
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<td>Jim Peeples, Piedmont College.</td>
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<td>Russ Rogers, Stevens Institute of Technology.</td>
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<td>Bill Ross, Allegheny College.</td>
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<td>Michael Schulist, Carroll University.</td>
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<td>Kevin Vande Streek, Calvin College.</td>
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<td>Mike Zapolski, Augustana College.</td>
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**NCAA Staff Support in Attendance:**

Shalisa Griffin, Mary Harty and Liz Turner Suscha

**Other NCAA Staff Members in Attendance:**

ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Item.
   a. Committee Chair.
      (1) Recommendation. That Corey Borchardt, commissioner of the Upper Midwest Athletic Conference, serve as chair of the Division III Championships Committee, replacing Gerald Young, director of athletics at Carleton College.
      (2) Effective Date. February 1, 2017.
      (3) Rationale. Mr. Borchardt has past sport committee experience and has been a valuable member of the championships committee; he will provide excellent leadership for the committee.
      (4) Estimated Budget Impact. None.
      (5) Estimated Student-Athlete Impact. None.
   b. Charter Flight Travel.
      (1) Recommendation. That the cost for charter flight transportation be fixed at a maximum of $350 per one-way ticket for all team sports.
      (2) Effective Date. Immediate.
      (3) Rationale. The committee evaluated the favorable results of the 2015-16 pilot program (i.e., no budget impact) and agreed to implement the program on a more permanent basis. The pilot program was developed in response to feedback from the Division III Football Committee and other membership constituents to provide a fixed ticket cost for student-athletes, staff or others affiliated with the participating team who do not fit within the reimbursable travel party size. During the pilot program, participating institutions purchased more seats at the fixed rate than they otherwise would, thereby limiting any concern about a potential budget impact. The
committee supports the program for all team sports and will continue to evaluate the program on an annual basis.

(4) **Estimated Budget Impact.** None.

(5) **Estimated Student-Athlete Impact.** None.

**INFORMATIONAL ITEMS.**

1. **Opening Remarks and Review of Schedule and Agenda.** The committee chair facilitated introductions, reviewed the meeting schedule and highlighted key discussion items.

2. **August 16 Teleconference Report.** The committee reviewed and approved the August 16 teleconference report as presented.

3. **Update from the Playing Rules Oversight Panel.** The committee reviewed recent teleconference reports from the Playing Rules Oversight Panel (PROP).

4. **2017 Legislative Proposals.** NCAA staff reviewed two legislative proposals for the 2017 Convention, including one that would eliminate the requirement that the mandatory day off for track and field and swimming and diving programs be the same day for every student-athlete. The committee endorsed the proposal, citing the challenges faced in these two sports due to the variety of disciplines within the sport.

   The second proposal would allow field hockey and lacrosse teams to conduct an exempted scrimmage, exhibition or joint practice with outside competition prior to the first permissible contest or date of competition. The committee endorsed the proposal, citing it is in line with the soccer/volleyball proposal they endorsed last year.

5. **Recap of the Meeting with Sport Committee Chairs.** The Championships Committee valued the discussion on strength of victory as a possible addition to selection criteria and agreed to explore it further. NCAA staff will compile data to demonstrate strength of victory as part of the total selection data. The committee noted several questions for consideration as the concept is evaluated: (1) how does the criterion impact the evaluation of strength of schedule; (2) should there be consideration of a comparable criterion for degree of loss; (3) will the criterion impact scheduling in a negative way (i.e., encourage more out of region play); and (4) to what extent will the swing in an opponent’s results throughout the season impact the data (e.g., a team that starts out strong, but finishes with a significant losing streak)?
The committee also noted the success of the mock rankings exercise and continued to support using team sheets as a tool to present data to the sport committees for rankings and championships selections.

6. **Budget Planning.** The championships committee discussed input from the sport committee chairs and requested that NCAA staff provide a financial analysis on the following ideas to be evaluated during the committee’s February in-person meeting as part of the 2017-19 budget process:

- **Expand bracket/field sizes** – 2017-18 bracket expansion for team sports based on legislated access ratio and analysis of field size expansion for individual sports where merited.
- **Increase team travel party size** – increase by 10% across all sports or evaluate select sports based on average squad size among sponsoring institutions and those participating in the championship.
- **Reimburse teams flying to a championship site for local ground transportation** – various ways to implement: (1) full expense; (2) fixed amount for duration of travel; and (3) fixed amount by travel day.
- **Add day off** – implement a day of rest between semifinal and final rounds of team sports (if appropriate); requires an additional day of per diem.
- **Increase officials’ fees** – institute increases gradually (e.g., two to three percent in a given year).
- **Sport committee initiatives** – support various sport-specific operations or championship format requests.

In addition, NCAA administrative services staff discussed with committee members the idea of limiting per diem reimbursement for individual-team sports to days of actual competition and any days in between (versus automatic reimbursement for all days of the championship round). No action was taken, but the committee supported further review of the concept during a future meeting, including feedback on any sport-specific concerns.

NCAA staff also presented an update on the charter flight pilot program (refer to Nonlegislative Action Item 2b.) and the favorable news that the 2016 women’s basketball joint championship experience was conducted within the allocated budget.

7. **Sports Committee Recommendations.**

a. **Baseball.**

(1) **Automatic qualification.** The committee approved that the following 41 conferences receive automatic qualification for the 2017 Division III
Baseball Championship: Allegheny Mountain Collegiate Conference; American Southwest Conference; Capital Athletic Conference; Centennial Conference; College Conference of Illinois and Wisconsin; Colonial States Athletic Conference; Commonwealth Coast Conference; Empire 8; Freedom Conference; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Massachusetts State College Athletic Conference; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Collegiate Conference; New England Small College Athletic Conference; New England Women’s and Men’s Athletic Conference; New Jersey Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; North Eastern Athletic Conference; Northern Athletics Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents’ Athletic Conference; Skyline Conference; St. Louis Intercollegiate Athletic Conference; Southern California Intercollegiate Athletic Conference; Southern Athletic Conference; Southern Collegiate Athletic Conference; State University of New York Athletic Conference; USA South Athletic Conference; Upper Midwest Athletic; and Wisconsin Intercollegiate Athletic Conference.

(2) Regional start date. The committee approved that regional tournaments begin Thursday and end Sunday (Monday, if necessary), effective with the 2017 championship. Currently, there is limited turnaround time between the team selection announcement at midnight on Monday to the start of team practices on Tuesday. This change allows for more time to secure travel and remain on campus. Six-team regionals will end Sunday and eight-team regionals will end no later than Monday (dependent on if necessary game; impact limited to two teams).

(3) Tournament seeding. The committee approved that the teams advancing to the championships final site be seeded to balance bracket play and avoid stronger teams meeting in the early round games at the final site, effective with the 2017 championship. Currently, the first-round matchups at the finals site are determined by an eight-year regional rotation; other team sports benefit from the continuity of a complete bracket published at the time of selections. The baseball committee will use the NCAA online score reporting system with updated results through regional competition to determine seeds (seeds will not be published).
The baseball committee received positive feedback from Division III baseball coaches concerning the change.

(4) Other business. The committee noted the following concerning the informational business in the baseball committee’s report: (1) if the baseball committee pursues the application of a strength-of-schedule multiplier, such a multiplier must be submitted to the committee for approval prior to implementation; (2) the super-regional championship format will be implemented for the 2019 championship (versus the 2018 championship) due to the scheduling limitations of the 2018 championship venue; and (3) the committee reiterated that only those student-athletes eligible to compete as part of the squad size (25 individuals) may be dressed in uniform in the dugout.

b. Men’s Basketball.

(1) Automatic qualification. The committee approved that the following 43 conferences receive automatic qualification for the 2017 Division III Men’s Basketball Championship: Allegheny Mountain Collegiate Conference; American Southwest Conference; Capital Athletic Conference; Centennial Conference; The City University of New York Athletic Conference; College Conference of Illinois and Wisconsin; Colonial States Athletic Conference; Commonwealth Conference; Commonwealth Coast Conference; Empire 8; Freedom Conference; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Massachusetts State College Athletic Conference; Michigan Intercollegiate Athletic Association; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Collegiate Conference; New England Small College Athletic Conference; New England Women’s and Men’s Athletic Conference; New Jersey Athletic Conference; North Atlantic Conference; North Coast Conference; North Eastern Athletic Conference; Northern Athletics Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents’ Athletic Conference; Skyline Conference; Southern Athletic Association; Southern California Intercollegiate Athletic Conference; Southern Collegiate Athletic Conference; St. Louis Intercollegiate Athletic Conference; State University of New York Athletic Conference; USA South Athletic Conference; University Athletic Association; Upper Midwest Athletic Conference; and Wisconsin Intercollegiate Athletic Conference.
(2) **Committee chair.** The committee approved that Kevin Vande Streek, head men’s basketball coach at Calvin College, serve as the Division III Men’s Basketball Committee Chair for the 2016-17 academic year.

(3) **Budget requests.** The committee tabled the recommendations to purchase a new “used” basketball court for semifinal and final rounds and to hire a Division III men’s basketball national coordinator of officials; both will be reviewed during the committee’s February 2016 in-person meeting along with all Division III championship budget requests. The committee requested that the men’s basketball committee provide more extensive rationale for the new “used” floor, including all options considered in working with the current host as well as the need for a comparable purchase for women’s basketball. The committee also requested that the men’s basketball committee provide justification for the proposed stipend for the national coordinator of officials along with a job description of the position.

c. **National Collegiate Women’s Bowling.** The committee reviewed the information provided in the bowling committee’s report and noted the anticipated implementation of automatic qualifiers and the changes to the championship format.


e. **Men’s Golf.**

(1) **Automatic qualification.** The committee approved that the following 33 conferences receive automatic qualification for the 2017 Division III Men’s Golf Championships: Allegheny Mountain Collegiate Conference;
American Southwest Conference; Capital Athletic Conference; Centennial Conference; College Conference of Illinois and Wisconsin; Colonial States Athletic Conference; Commonwealth Coast Conference; Empire 8; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Liberty League; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Collegiate Conference; New England Small College Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; North Eastern Athletic Conference; Northern Athletics Collegiate Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents' Athletic Conference; Skyline Conference; St. Louis Intercollegiate Athletic Conference; Southern Athletic Association; Southern California Intercollegiate Athletic Conference; Upper Midwest Athletic Conference; and USA South Athletic Conference.

(2) **Committee chair.** The committee approved that William Gorman, associate director of athletics at Wentworth Institute of Technology, serve as the Division III Men’s Golf Committee Chair for the 2016-17 academic year.

(3) **Budget requests.** The committee tabled the recommendation to modify the team access ratio from 1:7 to 1:6.5 and will review it during the committee’s February 2016 in-person meeting along with all Division III championship budget requests. In addition, the committee approved increasing the number of individuals selected into the championship not on a team to six (from five) in order to provide an even number of threesome pairings, effective with the 2018 championship. The increase has an estimated budget impact of $3,000 and will be presented with other championships budget recommendations following the committee’s February meeting.

(4) **18-team and six-individual cut.** The committee approved that, after 36 holes, the field will be cut to 18 teams and six individuals, effective with the 2017 championship. The increase to the cut (from 15 teams) will provide an improved championship experience for participating teams as the total field size has grown in recent years. The change does not have a budget impact as teams are already afforded per diem for all travel party members for the duration of the championship.
f. Women’s Golf.

(1) **Automatic qualification.** That the following 19* conferences sponsoring women's golf be awarded automatic qualification into the 2017 championships: American Southwest Conference; Centennial Conference; College Conference of Illinois and Wisconsin; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Liberty League; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference; Minnesota Intercollegiate Athletic Conference; North Coast Athletic Conference; Northern Athletics Collegiate Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents' Athletic Conference; Southern Athletic Association; Southern California Intercollegiate Athletic Conference; Upper Midwest Athletic Conference and Wisconsin Intercollegiate Athletic Conference

*Confirmation of automatic qualifiers and pool numbers will be determined based on sport sponsorship information available at the time of championship selections.

(2) **Team access ratio.** The committee tabled the recommendation to modify the team access ratio from 1:7 to 1:6.5 and will review it during the committee’s February 2016 in-person meeting along with all Division III championship budget requests.

(3) **Championship format.** The committee approved that, after 54 holes, the field be cut to 15 teams and six individuals, effective with the 2017 championship. Cutting the field in this manner will provide for only one wave of play on the final day, which will allow greater flexibility to address weather delays. The change may prompt some teams to leave earlier than the current practice, thereby generating a nominal change fee for air travel arrangements; however, since the cut will be determined early evening Thursday, the number of teams leaving early will be limited.

g. Men’s Ice Hockey.

(1) **Automatic qualification.** The committee approved that the following seven conferences receive automatic qualification for the 2017 Division III Men’s Ice Hockey Championship: Commonwealth Coast Conference, Massachusetts State Collegiate Athletic Conference, Minnesota Intercollegiate Athletic Conference, New England Hockey Conference, New England Small College Athletic Conference, Northern Collegiate
Hockey Association, and State University of New York Athletic Conference.

(2) Committee chair. The committee approved that Bill Kangas, head men’s ice hockey coach at Williams College, serve as the Division III Men’s Ice Hockey Committee Chair for the 2016-17 academic year (the last year of his service).

(3) Budget requests. The committee tabled the recommendations to require video replay at all games at the finals site and to increase the fees for referees and linesman, add a fee for the replay official, and provide a stipend to the supervisor of officials at the finals site; the recommendations will be reviewed during the committee’s February 2016 in-person meeting along with all Division III championship budget requests.

h. Women’s Ice Hockey.

(1) Automatic qualification. The committee approved that the following five conferences receive automatic qualification for the 2017 Division III Women’s Ice Hockey Championship: ECAC DIII Women’s West Hockey League; Minnesota Intercollegiate Athletic Conference; New England Hockey Conference; New England Small College Athletic Conference; and Women’s Northern Collegiate Hockey Association.

(2) Committee chair. The committee approved that Katie Boldvich, commissioner of the Colonial Hockey Conference and the New England Hockey Conference, serve as chair of the Division III Women’s Ice Hockey Committee Chair.

(3) Budget requests. The committee tabled the recommendations to require video replay at all games at the finals site and to increase the fees for referees and linesman, add a fee for the replay official, and provide a stipend to the supervisor of officials at the finals site; the recommendations will be reviewed during the committee’s February 2016 in-person meeting along with all Division III championship budget requests. In addition, the committee did not approve that the championship field be increased from eight to nine teams; the committee reaffirmed commitment to the policy of maintaining even-sized brackets, but agreed to examine during its February meeting whether sports with lower sponsorship should merit an exception to this policy.
(4) **Rankings.** The committee did not approve a change to the rankings policy to allow that the sport region with the fewer teams rank a minimum of six teams, and that the proportionate percentage of teams ranked apply to the opposite region. The committee was not comfortable providing an exception to the team rankings policy (i.e., each region to rank 15 to 21 percent of teams).

i. **Men’s Lacrosse.**

(1) **Automatic qualification.** The committee approved that the following 24 conferences receive automatic qualification to the 2017 NCAA Division III Men’s Lacrosse Championship: Capital Athletic Conference; Centennial Conference; Colonial States Athletic Conference; Commonwealth Coast Conference; Empire 8; Great Northeast Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Lacrosse Conference; New England Small College Athletic Conference; NEWMAC Lacrosse League; North Atlantic Conference; North Coast Athletic Conference; Ohio Athletic Conference; Ohio River Lacrosse Conference, Old Dominion Athletic Conference; Skyline Conference; Southern Athletic Association and State University of New York Athletic Conference.

(2) **Committee chair.** The committee approved that Jay Gardiner, commissioner of the Southern Athletic Association, serve as Division III Men’s Lacrosse Committee Chair for the 2016-17 academic year.

j. **Women’s Lacrosse.**

(1) **Automatic qualification.** The committee approved that the following 29 conferences receive automatic qualification to the 2017 NCAA Division III Women’s Lacrosse Championship: Capital Athletic Conference; Centennial Conference; College Conference of Illinois and Wisconsin; Colonial States Athletic Conference; Commonwealth Coast Conference; Empire 8; Great Northeast Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Massachusetts State Collegiate Athletic Conference; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Women’s Lacrosse Conference; New England Collegiate Conference; New England Small College Athletic Conference; New
England Women’s and Men’s Athletic Conference; New Jersey Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; North Eastern Athletic Conference; Ohio Athletic Conference; Ohio River Women’s Lacrosse Conference; Old Dominion Athletic Conference; Skyline Conference; Southern Athletic Association; State University of New York Athletic Conference; and USA South Athletic Conference.

(2) **Squad size increase.** The committee tabled the recommendation to increase the squad size from 28 to 30 student-athletes in uniform, thereby increasing the travel party to 32 individuals; the recommendation will be reviewed during the committee’s February 2016 in-person meeting along with all Division III championship budget requests.

k. **Rowing.** The committee approved that the following four conferences receive automatic qualification to the 2017 NCAA Division III Rowing Championship: The Liberty League, Mid-Atlantic Rowing Conference, the New England Women’s and Men’s Athletic Conference and the New England Small College Athletic Conference.

l. **Men’s and Women’s Soccer.** The committee approved that the current strength of schedule multiplier be eliminated from the strength of schedule calculation, effective with the 2017 championship. Due to a revised calculation from the original method, the current strength of schedule multiplier is no longer achieving the intended effect as when the multiplier was implemented for the men in 2011.

m. **Softball.**


(2) **Squad size increase.** The committee tabled the recommendation to increase the squad size from 28 to 30 student-athletes in uniform, thereby increasing the travel party to 32 individuals; the recommendation will be reviewed during the committee’s February 2016 in-person meeting along with all Division III championship budget requests.

k. **Rowing.** The committee approved that the following four conferences receive automatic qualification to the 2017 NCAA Division III Rowing Championship: The Liberty League, Mid-Atlantic Rowing Conference, the New England Women’s and Men’s Athletic Conference and the New England Small College Athletic Conference.

l. **Men’s and Women’s Soccer.** The committee approved that the current strength of schedule multiplier be eliminated from the strength of schedule calculation, effective with the 2017 championship. Due to a revised calculation from the original method, the current strength of schedule multiplier is no longer achieving the intended effect as when the multiplier was implemented for the men in 2011.

m. **Softball.**


(2) **Committee chair.** The committee approved that Michelle Manning, associate director of athletics at Ithaca College, serve as Division III Softball Committee Chair.

(3) **Mileage radius.** The committee did not approve a recommendation to increase the mileage radius for championship ground transportation from 500 to 600 miles in preliminary round competition. The committee expressed concern about maintaining a quality travel experience for student-athletes and encouraging schools to depart from campus earlier (i.e., a night earlier) than they otherwise would. The committee agreed to discuss the concept further, including an alternative option to separating top teams in the earlier rounds of competition.

n. **Men’s and Women’s Tennis.**

(1) **Men’s tennis automatic qualification.** The committee approved that the following 35 conferences receive automatic qualification for the 2017 Division III Men’s Tennis Championships: Allegheny Mountain Collegiate Conference; American Southwest Conference; Capital Athletic Conference; Centennial Conference; City University of New York Athletic Conference; College Conference of Illinois & Wisconsin; Colonial States Athletic Conference; Empire 8; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Men’s and Women’s Athletic Conference; New England Small College Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; Northern Athletics Conference; Northwest Conference; Ohio Athletic Conference; Old
Dominion Athletic Conference; Presidents’ Athletic Conference; Skyline Conference; Southern Athletic Association; Southern California Inter. Athletic Conference; Southern Collegiate Athletic Conference; The Commonwealth Coast Conference; University Athletic Association; USA South Athletic Conference.

(2) **Women’s tennis automatic qualification.** The committee approved that the following 39 conferences receive automatic qualification for the 2017 Division III Women’s Tennis Championships: Allegheny Mountain Collegiate Conference; American Southwest Conference; Capital Athletic Conference; Centennial Conference; City University of New York Athletic Conference; College Conference of Illinois and Wisconsin; Colonial States Athletic Conference; Empire 8; Great Northeast Athletic Conference; Great South Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Landmark Conference; Liberty League; Little East Conference; Michigan Intercollegiate Athletic Association; Middle Atlantic Conference Commonwealth; Middle Atlantic Conference Freedom; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Small College Athletic Conference; New England Women's and Men's Athletics Conference; New Jersey Athletic Conference; North Coast Athletic Conference; North Eastern Athletic Conference; Northern Athletics Conference; Northwest Conference; Ohio Athletic Conference; Old Dominion Athletic Conference; Presidents’ Athletic Conference; Skyline Conference; Southern Athletic Association; Southern California Inter. Athletic Conference; Southern Collegiate Athletic Conference; State University of New York Athletic Conference; The Commonwealth Coast Conference; University Athletic Association; USA South Athletic Conference; Wisconsin Intercollegiate Athletic Conference.

(3) **Access ratio.** The committee tabled the recommendation to modify the team access ratio from 1:7.5 to 1:7 and will review it during the committee’s February 2016 in-person meeting along with all Division III championship budget requests.

**o. Men’s and Women’s Track and Field and Cross Country.**

(1) **Officials – recall starter.** The committee approved that one more recall starter be added to the cross country championship officiating crew, effective with the 2016 championship. The addition bears a nominal expense ($40 fee).
(2) **Committee chair.** The committee approved that Bill Ross, associate director of athletics and recreation services at Allegheny College, and Thomas Thomasson, associate director of athletics and recreational services at Rutgers-Camden, serve as co-chairs of the Division III Men’s and Women’s Track and Field and Cross Country Committee for the 2016-17 academic year.

(3) **Cross country – start times.** The committee recommended that the men’s and women’s track and field and cross country committee seek feedback on the revised start time protocol from participants following the 2016 championship.

### Wrestling

(1) **2017 regional site selection.** The committee approved the following 2017 regional site selections:

- Central Region – Loras College; Five Flags Center in Dubuque, Iowa.
- West Region – Concordia College, Moorhead; Memorial Auditorium in Moorhead, Minnesota.

The 2017 East and Mideast Regional locations are to be determined.

(2) **Regional alignment.** The committee approved the following regional placements for new wrestling programs, effective with the 2017 championship:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Region</th>
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<tbody>
<tr>
<td>MacMurray College</td>
<td>Central</td>
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<tr>
<td>Nebraska Wesleyan University</td>
<td>Central Region</td>
</tr>
<tr>
<td>Southern Virginia University</td>
<td>East Region</td>
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<tr>
<td>Keystone College</td>
<td>Mideast Region</td>
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<tr>
<td>Otterbein University</td>
<td>Midwest Region</td>
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<tr>
<td>Thomas More College</td>
<td>Midwest Region</td>
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<tr>
<td>Castleton University</td>
<td>Northeast Region</td>
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<tr>
<td>New England College</td>
<td>Northeast Region</td>
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The committee did not support additional realignment recommendations which aimed to balance the number of teams per region, but will consider changes once the wrestling committee is fully composed (addition of two committee members for the 2017-18 academic year).
q. Men’s Volleyball.

(1) **Automatic qualification.** The committee approved that the following eight conferences receive automatic qualification for the 2017 Division III Men’s Volleyball Championship: City University of New York Athletic Conference; Continental Volleyball Conference; Great Northeast Athletic Conference; Midwest Collegiate Volleyball League; New England Collegiate Conference; North Eastern Athletics Conference; Skyline Conference; United Volleyball Conference.

The Midwest Collegiate Volleyball Conference is a single-sport conference in its first year as eligible for the automatic qualification.

(2) **Committee chair.** The committee approved that Russ Rogers, director of athletics at Stevens Institute of Technology, to serve as Division III Men’s Volleyball chair.

(3) **Bracket configuration.** The committee did not approve a recommendation to allow the men’s volleyball committee the flexibility to decide the best format for the first-round of competition with matches hosted at two sites with four teams each or four sites with two teams each. While the committee is sympathetic to the challenge of building a viable pool of first-round host sites, the committee expressed concern about the ambiguity and uncertainly of the proposed solution. The committee encouraged the men’s volleyball committee to examine other ways to build hosting interest, including utilizing regional advisory members and conference commissioners to help encourage bid interest.

(4) **Budget requests.** The committee tabled the recommendations to modify the championship format to include four three-team first-round sites and a four-team finals site and to increase the officials’ fees at the championship site; the recommendations will be reviewed during the committee’s February 2016 in-person meeting along with all Division III championship budget requests.

8. **Playing Rules and Officiating Updates.** NCAA playing rules staff provided a general update on the Arbiter system and the officials background check pilot program.

9. **Championships Participation – Obligation to Compete.** The committee agreed to revisit the topic of championships participation and the obligation to compete once selected during a future meeting. The committee noted the variety of thought and opinion that came out of the general discussion with the sport committee chairs.
10. **Championships Committee Composition.** The committee initiated discussion on the appropriate size and make-up of the committee, but took no action. The committee agreed to seek input from the championships advisory committee of the Division III Commissioners Association (the topic originated with commissioners), noting that any change would require a legislative action.

11. **Future Meeting Dates.** The committee reviewed dates for in-person meetings through February 2017. The committee will consider various June meeting dates – options include: June 12-13, June 15-16, or June 19-20. The September 2017 in-person meeting will include the championships committee only; updates with the sport committees will be conducted via teleconference in August and September 2017.

12. **Other business.**

   - **WIAC Baseball Automatic Qualification.** The committee did not approve the request from the Wisconsin Intercollegiate Athletic Conference to waive the Automatic Qualification requirements in baseball upon the conference’s completion of a two-year grace period in 2016-17. The conference is considering the addition of an affiliate member in 2017-18 to fulfill the seven-member requirement; however, the affiliate member will not be an NCAA active member until 2018-19 at the earliest.

13. **Adjournment.** Prior to adjournment, the committee thanked Tracey Ranieri and Terry Small for their service to the Division III Championships Committee.

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**Committee Chair:** Gerald Young, Carleton College, Minnesota Intercollegiate Athletic Conference  
**Staff Liaisons:** Liz Turner Suscha, Championships and Alliances  
Maureen Harty, Academic and Membership Affairs

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**Division III Championships Committee**  
**September 12-13, 2016, Meeting**

**Attendees:**
- Corey Borchardt, Upper Midwest Athletic Conference.
- Jennifer Chuks, Williams College; New England Small College Athletic Conference.
- Susan Fumagalli Mahoney, Gettysburg College; Centennial Conference.
- Julie Johnson, Ripon College; Midwest Conference.
- Tracey Ranieri, State University of New York at Oneonta; State University of New York Athletic Conference.
<table>
<thead>
<tr>
<th>Name</th>
<th>Conference</th>
</tr>
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<tbody>
<tr>
<td>Rosa Ricobono</td>
<td>Eastern Connecticut State; Little East Conference</td>
</tr>
<tr>
<td>Terry Small</td>
<td>New Jersey Athletic Conference</td>
</tr>
<tr>
<td>Bill Stiles</td>
<td>Alvernia University; Middle Atlantic Conference</td>
</tr>
<tr>
<td>Gerald Young</td>
<td>Carleton College; Minnesota Intercollegiate Athletic Conference</td>
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**Guests in Attendance:**
None.

**NCAA Staff Support in Attendance:**
Shalisa Griffin, Maureen Harty and Liz Turner Suscha

**Other NCAA Staff Members in Attendance:**
John Baldwin, Ben Brownlee, John Bugner, Dan Calandro, Joni Comstock, Dan Dutcher, Reed Fogle, Jan Gentry, Elisa Halpin, John Kuzio, Louise McCleary, Jeff Myers, Nancy O’Hara, John Pfeffenberger, Katherine Plessy, Anjellica Rospond, Juanita Sheely, Ethan Walker and JP Williams
REPORT OF THE
NCAA DIVISION III INTERPRETATIONS AND LEGISLATION COMMITTEE
JULY 28, 2016, TELECONFERENCE

ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   - None.

INFORMATIONAL ITEMS.

1. Review Authority to Sponsor Amendments to Dominant Provisions. The committee reviewed the issue of whether a Division III membership entity (conference or institution) has the authority to sponsor an amendment to a dominant provision. Following examination of constitutional provisions, legislative history and convention proceedings, the committee agreed that an amendment to a dominant provision may only be sponsored by the NCAA Board of Governors.

2. Future Meetings. The committee reviewed dates and times for upcoming meetings and teleconferences.

3. Other Business. None.

4. Adjournment. The committee adjourned at 1:31 p.m. Eastern time.

Committee Chair: Shana Levine, Lewis and Clark College
Staff Liaisons: Jeff Myers, Academic and Membership Affairs
              Sarah Otey, Academic and Membership Affairs
              Joni Williamson, Academic and Membership Affairs
NCAA Division III Interpretations and Legislation Committee  
July 28, 2016, Teleconference

<table>
<thead>
<tr>
<th>Attendees:</th>
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<tbody>
<tr>
<td>Amy Backus, Case Western Reserve University, University Athletic Association.</td>
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<tr>
<td>Chuck Brown, Pennsylvania State University Erie, the Behrend College; Allegheny Mountain Collegiate Conference.</td>
</tr>
<tr>
<td>Shantey Hill, St. Joseph's College (Long Island); Skyline Conference.</td>
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<tr>
<td>Sara Beth Holman, Lawrence University; Midwest Conference.</td>
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<td>Gregg Kaye, Commonwealth Coast Conference.</td>
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<th>Absentee:</th>
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<tr>
<td>Sean Cain, Adrian College, (Student-Athlete); Michigan Intercollegiate Athletic Association.</td>
</tr>
<tr>
<td>Jim Cranmer, St. Mary's College of Maryland; Capital Athletic Conference.</td>
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<tr>
<td>Shana Levine, Lewis and Clark College; Northwest Conference.</td>
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<tr>
<th>NCAA Staff Liaisons in Attendance:</th>
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<tr>
<td>Jeff Myers and Sarah Otey.</td>
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<tr>
<th>Other NCAA Staff Member in Attendance:</th>
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<tr>
<td>Dan Dutcher and Louise McCleary.</td>
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</table>
ACTION ITEMS.

1. Legislative Items.

- Incorporation of Official Interpretation – Reservation of Facility During Summer by Certified Strength and Conditioning Coach (III) – Bylaw 17.02.1.1.1.

  (1) **Recommendation.** Approve the incorporation of the official interpretation [Reference: 3/23/2016, Item No. 2a] into the legislation.

  Reservation of Facility During Summer by Certified Strength and Conditioning Coach (III). The Interpretations and Legislation Committee confirmed that, outside the playing and practice season, an institution’s certified strength and conditioning coach may only reserve an athletic facility for voluntary workouts that he or she will conduct. Because a certified strength and conditioning coach is only permitted to conduct voluntary workouts during the academic year, the certified strength and conditioning coach may not reserve an athletic facility during the summer. A student-athlete, however, may access a weight room designated exclusively for student-athletes at any time, including during the summer.

  [References: NCAA Division III Bylaw 17.02.1.1.1 (exceptions)]

  (2) **Rationale.** The committee issued the interpretation to provide guidance clarifying the distinction between out of season use of a student-athlete only weight room and out-of-season facility reservation by a certified strength and conditioning coach (see NCAA Division III Interpretations and Legislation Committee report dated March 17, 2016, Item No. 2a). Incorporating this interpretation serves to further reduce confusion by clearly setting forth in the manual how strength and conditioning facilities may be reserved.

  (3) **Budget Impact.** None.

  (4) **Student-Athlete Impact.** None.

2. Nonlegislative Action Items.


   (1) **Recommendation.** Recommend that the Presidents Council designate votes for all proposals at the 2017 NCAA Convention be taken using the roll-call method, regardless of grouping (presidential or general) and approve the voting order as set forth in the Attachment.
(2) **Effective Date.** Immediate.

(3) **Rationale.** While Presidents Council is responsible for establishing the order of proposal voting as well as the method for conducting those votes, the Interpretations and Legislation Committee conducts an initial review and makes a recommendation on both issues. Since the electronic voting units and technology permit the recording of all votes in an expeditious manner, the committee agreed that votes for all proposals (presidential and general groupings) should be taken using the roll-call method, as it provides transparency for the membership. Further, the committee submits a proposed voting order as set forth in the attached Addendum.

(4) **Budget Impact.** None.

(5) **Student-Athlete Impact.** None.

b. **Approval of Official Interpretation – Seasons of Participation – Transfer from a non-Division III Institution (III).**

(1) **Recommendation.** Approve the following official interpretation:

Seasons of Participation -- Transfer from a non-Division III Institution (III). The Interpretations and Legislation Committee confirmed that the Division III seasons of participation standard does not apply to a transfer student-athlete’s previous participation at a non-Division III institution. The transfer student-athlete is subject to the legislation that applied to the previous institution during the term of participation.

[References: NCAA Division III Bylaw 14.2.4 (criteria for determining season of eligibility)]

(2) **Rationale.** During its September 2016 meeting, the Interpretations and Legislation Committee reviewed a staff interpretation [Reference: 3/8/2016, Item No. a] that clarifies that a student-athlete is subject to the season of participation legislation at the institution the student-athlete attended during a given term of participation. Thus, a student-athlete who practiced but did not compete at a Division I or II institution would not be retroactively charged with a season of participation upon transfer to a Division III institution. The committee agreed that elevating the existing staff interpretation to an official interpretation would help ensure that the membership understands the application of this interpretation.
(3) **Budget Impact.** None.

(4) **Student-Athlete Impact.** None.

**INFORMATIONAL ITEMS.**

1. **Welcome and Announcements.** The chair, Shana Levine, noted this is the last in-person meeting for Sara Beth Holman and welcomed Division III Student-Athlete Advisory Committee member Michael Rubayo, who served as the SAAC representative in Sean Cain’s absence.

2. **Interpretations and Legislation Committee Roster.** The committee reviewed the roster and agreed to submit any corrections to staff.

3. **Review July Report.** The committee reviewed and approved the report from its July 28, 2016, teleconference.

4. **Review NCAA Division III Strategic Positioning Platform.** The committee reviewed the NCAA Division III Strategic Positioning Platform.

5. **Update on Governance Issues.** The Division III governance staff provided the committee an update on the primary topics within the Division III governance structure for the 2016-17 year. The topics included:

   • Division III budget;
   
   • NCAA Board of Governors;
   
   • Championships webcasts;
   
   • Diversity and inclusion working group;
   
   • Diversity and inclusion pledge;
   
   • Faculty athletic representatives working group;
   
   • Strategic planning and finance committee;
   
   • Technology users group;
6. **Review Divisions I, II and III Staff Interpretations.** The committee reviewed staff interpretations issued in Divisions I, II and III between February 1 and August 31, 2016, and recommended that one staff interpretation [Reference: 3/08/2016, Item No. a] be elevated to an official interpretation (see Action Item 2b).

7. **Review Division III Official Interpretations.** The committee reviewed official interpretations issued in Division III between February 1 and August 31, 2016, and recommended that one official interpretation [Reference 3/23/2016, Item No. 2a] be incorporated into the manual (see Action Item 1).

8. **Review Divisions I and II Official Interpretations.** The committee reviewed official interpretations issued in Divisions I and II between February 1 and August 31, 2016. Based on a review of the Division I official interpretation establishing ringette and ice hockey as the same sport [Reference 7/27/2016, Item No. 1], the committee requested that staff draft an educational column containing all of the examples where two sports were considered the same for purposes of NCAA amateurism, outside competition and seasons of competition legislation. Combining all of those examples into one educational column allows easier access for the membership.

9. **Review Division III Editorial Revisions.** The committee reviewed editorial revisions issued in Division III between February 1 and August 31, 2016, and took no action.

10. **Review Division III Educational Columns.** The committee reviewed educational columns issued in Division III between February 1 and August 31, 2016, and took no action.

11. **Review Divisions I and II Legislative Actions.** The committee reviewed legislative actions in Divisions I and II between February 1 and August 31, 2016, and took no action.

12. **Review of 2017 Convention Division III Legislation.** The committee reviewed the Division III proposals under consideration for the 2017 Convention and offered suggestions for the question and answer document. The committee also recommended positions for the NCAA Division III Management Council to take on the following membership sponsored proposals:

   a. **NCAA Division III Proposal No. 1-1 – Legislative Authority and Process -- Amendment Process -- Reconsideration -- Eliminate Window of Reconsideration and Prohibit Additional Reconsideration.** The committee recommended a position of support for this proposal. The committee agreed that the window of reconsideration is unnecessary given the amount of time institutions have to prepare for the initial vote, and that reconsideration votes may not accurately represent the division’s interests.
because some delegates depart before those votes are cast. However, the committee recommended that the proposals be discussed in more depth during the issues forum at Convention prior to the business session taking place to allow institutions additional time to research and ask questions regarding the proposals.

b. **NCAA Division III Proposal No. 1-2 – Recruiting -- Tryouts and Camps and Clinics - Deregulating Camps and Clinics.** The committee recommended a position of support for this proposal. The committee agreed that the current legislation burdens institutions to vet outside organizations prior to renting out institutional facilities and that many prospective student-athletes attend camps for recruiting purposes. The committee also recognized that this proposal provides more flexibility for coaches and institutions to conduct events involving prospective student-athletes.

c. **NCAA Division III Proposal No. 1-3 – Eligibility -- Graduate and Postbaccalaureate Transfers.** The committee recommended a position of support for this proposal. The committee agreed this proposal would allow student-athletes to make academic and athletic choices that are in their best interests. The committee also recognized that a student-athlete who has already earned his or her degree should not be restricted to stay at the same institution to further his or her education if they want to compete. Although recommending a position of support, the committee expressed the following concerns with the proposal: (1) lack of accountability to ensure student-athletes complete a second baccalaureate or graduate degree; (2) institutions without graduate programs may be at a disadvantage compared to institution with graduate programs; and (3) teams may use the rule as a loophole to stack rosters with talented graduate transfers.

13. **Division III Interpretative Issues.**

a. **Academic Misconduct Update.** The committee received an update about recently adopted academic misconduct legislation at the Division I level. The committee recognized that the concept of academic misconduct warrants additional review in Division III and agreed that ensuring academic integrity is consistent with the Division III philosophy. The committee agreed that, with the exception of the financial aid components of the legislation, the legislative changes in Division I would be appropriate within the Division III academic model. The committee also recommended that Division III Management Council seek input on this topic from the Student-Athlete Advisory Committee and chancellors and presidents of Division III institutions. The committee also agreed that this information should be presented to the Faculty Athletics Representatives Association.

b. **Promotional Activity Involving Commercial Sponsor/Location.** The committee reviewed the question of whether a student-athlete may direct people to do business with a commercial entity if some or all of the profits from that business benefit the student-athlete’s institution. The committee agreed that, within the context of an
institutional fundraiser, a student-athlete providing information about the sponsor or location of the fundraiser does not equate to promotion of a commercial sponsor. The committee also agreed that a commercial sponsor that retains a percentage of profits simply represents the cost associated with an institutional fundraiser and does not conflict with the requirement that all money derived from the fundraiser go directly to the institution. The committee requested staff draft an official interpretation clarifying the application of the legislation.

c. **Recruiting and Scouting Service.** The committee reviewed whether an athletics department staff member may be employed by a recruiting or scouting service in any capacity. The committee agreed that the legislative restrictions regarding the publicity of recruitment as well as limitations regarding the involvement with recruiting services prohibits an athletics department staff member from being employed (either on a salaried or volunteer basis) in any capacity by a recruiting or scouting service and from endorsing a recruiting service. The committee recommended staff draft an official interpretation clarifying the application of this legislation for future review by the committee.

d. **Out-of-Season Activities as Part of a National Team Development Program.** The committee reviewed the existing legislation related to Olympic and National Team development programs. Specifically, the committee reviewed the concern that coaches may identify their entire team as program participants, thereby allowing out-of-season athletically related activities. The committee agreed that while selected coaches can identify development program participants, institutional coaches are not permitted to identify their entire team to avoid the out-of-season athletically related activities legislation. The committee requested staff draft an official interpretation clarifying this application for future review by the committee.

e. **4-2-4 Transfer Exception.** The committee reviewed the question of whether academic and athletic eligibility for a 4-2-4 transfer is determined based on the time of transfer from the original four-year institution or at the time of transfer to the second four-year institution. Specifically, the committee reviewed the current legislation, which was adopted via Division III Proposal No. M-2012-1, which states that the first four-year institution must assess the student-athlete’s eligibility at that institution at the point in time when the student-athlete transfers to the second four-year institution, despite the fact that the student-athlete attended a two-year institution in the interim. However, previous committee supplements as well as the additional information statement for Proposal No. M-2012-1 suggest that the eligibility should be determined at the time of transfer from the original four-year institution. The committee agreed that the language adopted in Proposal No. M-2012-1 does not match the original intent and that the analysis should occur at the time of transfer “from” that original four-year institution. The committee requested staff draft an editorial revision to clarify this distinction. Additionally, the committee agreed that it would be in support of future legislative
relief waivers for student-athletes that would be academically and athletically eligible, at the time of transfer to the certifying institution, had the student remained at the previous four-year institution. Finally, the committee recommended staff prepare a proposal for future consideration by this committee that would allow greater flexibility regarding considering eligibility at either the time of transfer from the original four-year institution or at the time of transfer to the certifying institution, whichever is more friendly to the student-athlete.

f. **Transfer Following Nonparticipation at a Division I or II Institution.** The committee reviewed the question of whether a transfer from a Division I or II institution who is considered a nonqualifier only because he or she did not complete the Eligibility Center certification process should be immediately eligible at a Division III institution. Division III legislation precludes a transfer student-athlete from using a transfer exception if he or she has an unfulfilled year in residence at the previous institution. Because Division I and II institutions automatically consider a student-athlete who does not complete the EC certification process to be a nonqualifier, all such student-athletes must serve a year in residence at their respective Division I or II institution before being eligible to use a Division III transfer exception. The committee agreed that if a student-athlete was a Division I or II nonqualifier only due to the lack of an EC certification, the student-athlete should be permitted to use the four-year college transfer exception [Bylaw 14.5.5.1.1 – (a)] for student-athletes who have never practiced or competed. The committee requested staff draft an official interpretation clarifying this application for future review by the committee.

g. **Eligibility After Completion of Degree Requirements – Winter Quarter Graduate.** The committee reviewed the question of whether the early graduation exception to the full-time enrollment requirement applies to a student-athlete who graduates after winter quarter, but has not used a season of participation and wants to compete in a spring sport while not enrolled. Specifically, the committee reviewed the official interpretation [Reference: 4/15/2015, Item No. 2b] that clarifies that a student-athlete must have been charged with a season of participation for that year prior to the completion of degree requirements to use the early graduation exception and remain eligible for the playing season while not enrolled full time. The examples in that interpretation, however, were based on a semester schedule. The committee agreed that the early graduation exception should be applied in the same manner for institutions on a semester or quarter system and instructed staff to update the examples in the official interpretation to reflect this application.

h. **Celebratory Signing.** The committee discussed whether the limitations that apply to signing events for the standard, nonbinding celebratory signing form should also apply if the prospective student-athlete is signing a general pre-enrollment form. Prospective student-athletes may not sign the celebratory signing form on the institution’s campus or in the presence of institutional staff members. There are no such limitations if the
prospective student-athlete is signing the institution’s pre-enrollment forms used for prospective students in general. The only limitation is that a staff member may not be present if media is present. The committee agreed that recommending additional restrictions to apply to signings of general pre-enrollment forms is not necessary, but acknowledged the potential for confusion and recommended additional education be provided.

14. **Policies and Procedures.** The committee reviewed the policies and procedures and took no action.

15. **Requests/Self-Reports Online Update.** The committee received an update from staff regarding the Requests/Self-Reports Online Case Management System.

   The committee reviewed Division III interpretive requests that have been submitted to staff using RSRO, including response time, bylaw cites and urgency status.

16. **Future Meetings.** The committee reviewed its future meeting schedule. The committee confirmed February 16-17, 2017, and September 21-22, 2017, for its future in-person meetings and decided to keep the teleconference meeting time at Noon Eastern Time.

17. **Other Business.** The committee received a tutorial on how to use the new NCAA Legislative Services Database for the internet (LSDBi).

18. **Adjournment.** The committee adjourned at 11:42 a.m. Eastern time September 16, 2016.

*Committee Chair:* Shana Levine, Lewis and Clark College  
*Staff Liaisons:* Jeff Myers, Academic and Membership Affairs  
Sarah Otey, Academic and Membership Affairs  
Joni Williamson, Academic and Membership Affairs
Attendees:
Amy Backus, Case Western Reserve University, University Athletic Association.
Chuck Brown, Pennsylvania State University Erie, the Behrend College; Allegheny Mountain Collegiate Conference.
Jim Cranmer, St. Mary’s College of Maryland; Capital Athletic Conference.
Shantey Hill, St. Joseph’s College (Long Island); Skyline Conference. (teleconference)
Sara Beth Holman, Lawrence University; Midwest Conference.
Gregg Kaye, Commonwealth Coast Conference.
Shana Levine, Lewis and Clark College; Northwest Conference.
Michael Rubayo, Swarthmore College, (Student-Athlete); Centennial Conference (serving in Sean Cain’s absence)

Absentee:
Sean Cain, Adrian College, (Student-Athlete); Michigan Intercollegiate Athletic Association.

NCAA Staff Liaisons in Attendance:
Jeff Myers, Sarah Otey and Joni Williamson.

Other NCAA Staff Member in Attendance:
Erin Burke, Brian Burnsed, Andy Louthain and Louise McCleary.
Proposed Voting Grouping and Order

**Presidents Grouping.**

1. NCAA Membership -- Conditions and Obligations of Membership -- Independent Medical Care.
2. Eligibility -- Graduate and Postbaccalaureate Transfers.
3. Financial Aid from Outside Sources That Consider Athletics Leadership, Ability, Participation or Performance -- Restriction on Recipient's Choice of Institutions.

**General Grouping.**

4. Playing and Practice Seasons -- General Playing Season Regulations -- Standardization of Annual Contest and Date of Competition Exemptions.
5. Playing and Practice Seasons -- Field Hockey and Lacrosse -- Preseason Joint Practice, Scrimmage or Exhibition -- Exemption from Maximum Contest and Date of Competition Limitations.
6. Playing and Practice Seasons -- General Playing Season Regulations -- Required Day Off for Track and Field Indoor/Outdoor and Swimming and Diving.
8. Membership -- Provisional or Reclassifying Membership -- Class Size and Assignment -- Provisional Program Size Limit.
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and Announcements. The acting chair* commenced business at 1 p.m. Eastern time Thursday, July 14, 2016.

2. Roster and Conflict of Interest. Committee members were reminded of the NCAA Conflict of Interest Policy and proper procedures for recusal in the event that a conflict of interest might arise. Committee members followed the recusal procedures during all deliberations.

3. Review June 23-24, 2016, Meeting Report. The committee reviewed the June 23-24, 2016, meeting report. NCAA staff noted one correction. The committee approved the meeting report.

4. Review and discuss optional provisional/reclassification campus visit timelines. The committee continued its discussion of the appropriate timeline for provisional/reclassifying institution campus visits. Staff provided the committee with three timeline options commensurate with the information developed by the membership process working group and the committee’s previous discussion during the June 2016 in-person meeting. The working group explained that transitioning from an education-based timeline to an evaluative timeline provides the committee with flexibility to assist potential participants in assessing their readiness to participate in the process. Committee members noted that some previous institutions that have come into the membership process were not as optimally prepared as they could have been when entering year one.

After deliberating, the committee voted that option three, a hybrid timeline, is the best option for future institutions that progress through the process. In the hybrid timeline, each institution is evaluated on an individual basis to determine whether its campus visit should be conducted during provisional year one or the exploratory year. All other elements of the timeline, including the program application date, remain the same. NCAA staff noted that the committee’s decision does not require a legislative change and will be reflected in the committee policies and procedures. The committee asked the working group to discuss whether the application fee needs to be reconsidered based on this process change, and which elements of the exploratory period and year one should be included within the exploratory year visit, and return for a future discussion.
5. **Probation Institution – review of athletics program assessment: York College (New York).** The committee reviewed the athletics program assessment of York College (New York). The institution was given an extension to complete the assessment due to several vacancies in the athletics department’s core leadership. The committee initially expressed concerns that the assessment comprised more future plans than current practices; however, it was noted that due to the same lack of institutional staff, York College was previously given a one-year extension to complete the Institutional Self-Study Guide (ISSG). Staff confirmed that the ISSG will be completed after the institution established its athletics department staff. The committee approved the institution’s athletics program assessment.

6. **Sports-sponsorship waiver request – Sweet Briar College.** The committee reviewed the sports-sponsorship waiver request from Sweet Briar College. Specifically, the institution failed to meet minimum contests requirements. The committee granted the waiver and noted the unique circumstances the institution experienced with near-closure. Specifically, after disbanding its athletics program due to an impending closure in August 2016, the institution was suddenly forced to re-establish athletics after a legal settlement caused the institution to stay open. Due to the timing of the change, the institution was unable to schedule a sufficient number of contests for the 2015-16 academic year. In granting the waiver, the committee also noted that in the 2016-17 academic year, the institution will sponsor eight sports and will be a member of an athletics conference.

7. **Athletics consortium waiver – Emerson College.** The committee reviewed an athletics consortium waiver request from Emerson College. The institution is in an athletics consortium with the Massachusetts College of Arts and Berklee School of Music as a part of a six-institution academic consortium. The committee noted that Emerson College, Massachusetts College of Arts and Berklee School of Music have maintained an athletics consortium under a waiver since 1996 and are required to renew the waiver request every four academic years. The committee noted the circumstances of the consortium have not changed since the previous request and renewed the consortium waiver.

8. **Update on Trinity Washington University.** Staff provided the committee an update on Trinity Washington University’s membership status. Staff notified the committee that the institution failed to meet sports-sponsorship requirements for the 2015-16 academic year. As such, the institution will be placed on restricted status. Staff informed the committee that the institution will not seek a waiver at this time. The committee was reminded that as a standard condition of restricted status, the institution will be required to submit its complete sports-sponsorship results at the close of each sport season within the 2016-17 academic year.

9. **In-Person Meetings and Teleconferences.** Staff reminded the committee that its next teleconference is scheduled for 1 p.m. Eastern time Thursday, August 11, 2016. Staff will work with the provisional/reclassifying institution working group to determine its next teleconference.
10. **Adjournment.** The committee concluded its business and adjourned at 1:42 p.m. Eastern time.

*Committee Chair:* Heather Benning, Commissioner, Midwest Conference  
*Staff Liaisons:* Jay Jones, Division III Governance, primary liaison  
Kirstin DiBiase, Academic and Membership Affairs  
Jean Orr, Academic and Membership Affairs

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<th>NCAA Division III Membership Committee</th>
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ACTION ITEMS:

• None.

INFORMATIONAL ITEMS:

1. Welcome and Announcements. The chair commenced business at 1:02 p.m. Eastern time Thursday, August 11, 2016.

2. Roster and Conflict of Interest. Committee members were reminded of the NCAA Conflict of Interest Policy and proper procedures for recusal in the event that a conflict of interest might arise. Committee members followed the recusal procedures during all deliberations.


4. Sports-sponsorship waiver request – State University of New York Maritime College. The committee reviewed the sports-sponsorship waiver request from the State University of New York Maritime College. Specifically, the institution failed to meet the minimum-contests requirement in women’s rowing, competing in six of the required eight competitions. The committee granted the waiver and noted the unique circumstances experienced by the institution. Specifically, the institution’s rowing team was involved in a bus accident that resulted in three student-athletes sustaining injuries that prevented their participation for the remainder of the season, in addition to causing the institution to cancel one competition. The committee also noted that the timing of the final competition of the season conflicted with the institution’s required semester at sea.

5. Athletics consortium waiver – Pomona-Pitzer Colleges. The committee reviewed an athletics consortium waiver request from the Pomona-Pitzer Colleges, a consortium of Pomona College and Pitzer College. The committee noted that Pomona-Pitzer has maintained an athletics consortium under a waiver granted by the committee and are required to renew the waiver request every four academic years. The committee noted the circumstances of the consortium have not changed since the previous request and renewed the consortium waiver.

6. Iowa Wesleyan College. The committee approved a policy waiver request from Iowa Wesleyan College to permit the institution’s athletics direct report to attend the Saturday Business Session of the 2017 NCAA Convention in satisfaction of the requirement that the director of athletics attend the full Convention. In granting the waiver, the committee noted that the institution’s athletics director is also the head coach for the women’s basketball team. The institution explained that although the institution also has an assistant coach, she will be on maternity leave and unable to take over head coaching duties as would typically be the protocol. The committee also noted that the institution made several attempts to reschedule the conflicting contest; however, the contest is a conference-mandated competition and could not be moved. The committee noted that the director of athletics would attend the Friday and Saturday sessions at Convention and attend the Provisional and Reclassifying Member Session.
7. **Provisional Membership Process 2015-16 Exit Survey.** Staff provided the committee with feedback from the 2015-16 provisional member graduating class exit survey. The committee discussed the low amount of feedback from graduating institutions over the past several years and asked NCAA staff’s opinion as to whether that volume is a concern. NCAA staff informed the committee of the nature of its interactions with provisional and reclassifying institutions. Specifically, staff noted that the institutions in the process provide staff with regular feedback – both solicited and unprompted. The committee speculated that in light of the continuing dialogue, perhaps the institutions feel the exit survey is unnecessary.

8. **In-Person Meetings and Teleconferences.** Staff informed the committee of a conflict between the dates of its June 2017 in-person meeting and the Division III Commissioners’ Association summer meeting, noting that the meetings will overlap. The committee noted the conflict would likely result in both of the committee’s commissioner representatives being absent from the Membership Committee meeting. In light of the Commissioners’ Association’s inability to adjust its meeting, the committee agreed to move the dates of its June 2017 in-person meeting from June 22-23 to June 20-21.

9. **Adjournment.** The committee concluded its business and adjourned at 1:34 p.m. Eastern time.

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**Committee Chair:** Heather Benning, Commissioner, Midwest Conference  
**Staff Liaisons:** Jay Jones, Division III Governance, primary liaison  
Kristin DiBiase, Academic and Membership Affairs  
Jean Orr, Academic and Membership Affairs

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**NCAA Division III Membership Committee**  
**August 11, 2016, Teleconference**

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REPORT OF THE  
NCAA DIVISION III MEMBERSHIP COMMITTEE  
SEPTEMBER 8, 2016, TELECONFERENCE

ACTION ITEMS:

- None.

INFORMATIONAL ITEMS:

1. Welcome and Announcements. The chair commenced business at 1:04 p.m. Eastern time Thursday, September 8, 2016.

2. Roster and Conflict of Interest. Committee members were reminded of the NCAA Conflict of Interest Policy and proper procedures for recusal in the event that a conflict of interest might arise. Committee members followed the recusal procedures during all deliberations.

3. Review August 11, 2016, teleconference report. The committee reviewed and approved its August 11, 2016, teleconference report.

4. NCAA International Pilot Program. The committee was joined by NCAA Vice President of Division II, Terri Steeb-Gronau, who presented information regarding the NCAA International Pilot Program. NCAA staff explained the history of the pilot, which began in 2007, and permits each division to autonomously allow membership from institutions in Canada and Mexico. Staff noted that while the pilot program permits that membership, it is incumbent on each division to adopt legislation if there is interest in admitting international members. Division II is currently the only division that has legislation permitting international members, and is the only division with an international member. The committee tabled discussion of any recommendation to establish a standing Association-wide set of policies to govern international membership in the NCAA and requested additional information and feedback from the Division III Student-Athlete Advisory Committee and the Division III Management Council.

5. Sports-Sponsorship Waiver Request – NCAA Bylaw 20.11.3.10.2 (Single-Gender Institution Transitioning to Coeducational Institution) – College of New Rochelle. The committee reviewed a coeducational transition waiver request from the College of New Rochelle. The committee approved the request from the College of New Rochelle for a waiver of Bylaw 20.11.3.10.2 (single-gender institution transitioning to coeducational institution) for the 2016-17, 2017-18 and 2018-19 academic years. In its recommendation to grant the waiver, the committee noted the institution documented an excellent plan that, if followed, will result in a successful transition to meeting sports-sponsorship requirements for both genders.

6. Review of draft for updated exploratory membership application. The committee reviewed a draft update to the exploratory membership application. Staff incorporated the committee’s feedback from its discussion and restructured the application to be more consistent with the level of rigor present in the provisional and reclassifying membership application. The committee
discussed revising the language to clarify concepts related to various NCAA positions and create consistency throughout the document. Staff will return to the committee in October with a second draft. Staff noted that the working group’s next step is to establish criteria for determining when a potential exploratory institution should be visited during the exploratory year instead of the first provisional or reclassifying year.

7. **Other Business.** Staff provided the committee with a brief update on the developing situation with Daniel Webster College based on the recent shutdown of its parent company, ITT Tech. Staff noted that they will continue to monitor the institution’s status as the situation evolves.

8. **Adjournment.** The committee concluded its business and adjourned at 2:14 p.m. Eastern time.

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Committee Chair:  Heather Benning, Commissioner, Midwest Conference  
Staff Liaisons:  Jay Jones, Division III Governance  
              Kristin DiBiase, Academic and Membership Affairs  
              Jean Orr, Academic and Membership Affairs

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REPORT OF THE
NCAA DIVISION III STUDENT-ATHLETE ADVISORY COMMITTEE
JULY 16-17, 2016, MEETING

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome. The committee welcomed new members who were unable to attend the April meeting and went through introductions with the entire group.

2. Administrative Items.
   a. Roster. The committee reviewed and updated its roster.
   b. April 2016 Meeting Report. The committee voted to approve its April 2016 meeting report amending Zach Cook’s sport to correctly state men’s lacrosse.
   c. Policies and Procedures. The committee reviewed its policies and procedures.
   d. SAAC Expectations Document. The committee reviewed the SAAC expectations document which reflects the changes made during the committee’s April meeting and accepted as presented.

3. Community Service Project. The committee, in conjunction with NCAA community programs and youth clinic staff members, sorted school supplies to be packed into backpacks for 4,000 local third grade students.

4. NCAA Division III Management Council Update. Division III SAAC Management Council representative Taryn Stromback provided an overview of the April 2016 Management Council report. Ms. Stromback provided updates on a proposed legislative change to financial aid legislation, as well as updates on actions from Division III subcommittees and working groups.

5. Partnership and Initiatives.
   a. College Sports Information Director of America. Chris O’Rourke reported on his attendance at the CoSIDA Convention June 12-15 in Dallas.
   b. Preparation for fall conference meetings. The committee reviewed its two primary goals for committee members who attend fall conference SAAC meetings:
      (1) Communicate national SAAC initiatives; and
(2) Receive feedback on proposed legislation.

The committee shared best practices for effective communication and timely feedback on legislation from institutions. Veteran committee members also stressed to new committee members the importance of communication with conference commissioners, encouraging new committee members to build that relationship.

c. Student-Athlete Leadership Forum. The committee received an update regarding the Student-Athlete Leadership Forum held April 7-9, 2016, in Phoenix, Arizona.

6. Discussion regarding game environment. The committee reviewed its game environment working group’s draft letter intended for parents and athletics supporters and suggested edits. The draft will be shared with Management Council for content feedback during the July 2016 joint meeting.

7. 2017 Convention schedule.

a. Special Olympics clinic. NCAA staff reviewed the 2017 Convention schedule making note that the Special Olympics activity has been moved from Wednesday to Thursday. This change in the schedule will allow all Division III attendees the opportunity to participate in the event.

b. Student-athlete luncheon. The committee discussed opportunities to increase the effectiveness of the interaction with Division III student-athletes attending Convention.

c. Timing for conference and partner conference meetings. The committee determined that members would make themselves available to attend conference and partner conference meetings between 2 and 5 p.m. Central time Friday, January 20, similar to the 2016 Convention. Taking an additional hour of preparation before these conference meetings, which start at 1 p.m., proved beneficial especially to new committee members at last year’s Convention.

8. NCAA committee reports. Committee members provided relevant updates from their service on various Association-wide and Division III committees.

9. Communication regarding statewide LGBTQ issues. The committee reviewed communication received by Dr. Bernard Franklin, executive vice president of education and community engagement, regarding state laws that discriminate against LGBTQ individuals in employment, public accommodation and education and how these laws
could potentially impact the NCAA member institutions, particularly as it pertains to hosting and bidding on NCAA events and ensuring Title IX compliance. The communication was undersigned by several individuals and organizations that have worked with the NCAA to support and provide resources, educational programming and policy recommendations for the NCAA’s diversity and inclusion efforts. The committee also received an update on action taken by the NCAA’s Board of Governors to protect participants and spectators from discrimination at NCAA events.

10. **Special Olympics partnership update.**

   a. **Reporting – broken down by conference.** The committee reviewed a report of Special Olympics activities, sorted by conference, as of June 2016.

   b. **Special Olympics event at the NCAA Convention.** The committee discussed its plan for the unified sports experience that will take place at the 2017 NCAA Convention. The activity will be hosted and led by the Division III National SAAC but will be open to all Convention attendees to participate.

   c. **Sunday activity with Management Council.** The committee, along with members of Management Council, went through various basketball drill stations and then scrimmaged with approximately 20 Indianapolis area Special Olympics athletes.

11. **Division III Updates and SAAC input on national issues.** Louise McCleary, director of Division III, reviewed the following key items with the committee:

   a. **Board of Governors update;**

   b. **Progress of the playing and practice seasons subcommittee, diversity and inclusion subcommittee and the technology users group;**

   c. **Division III budget update;**

   d. **Fair Labor Standards Act;**

12. **Legislation.** NCAA staff provided the committee with an overview of the legislative process and timeline as well as Division III SAAC’s role and responsibilities in regard to proposed legislation. The committee also initially discussed several proposals to be voted on at the 2017 Convention and took initial feedback and straw poll positions on these proposals.
13. **Mental health discussion.** The mental health working group presented an outline of its initial efforts to raise awareness of mental health issues on college campuses and its plan to educate individuals on the resources available. The committee will also present this document to Management Council for feedback at its July 2016 joint meeting.

14. **Sexual assault resources.** Mary Wilfert, a staff member of the NCAA Sports Science Institute, presented the committee with the most recent progress of the NCAA Sexual Violence Prevention Tool Kit. The committee unanimously voted to sponsor the tool kit.

15. **Future meetings.**
   a. September/October teleconference, to be determined.
   b. November 13-14, 2016; Indianapolis.

16. **Adjournment.**

---

**Committee Chair:** Rob Wingert, Stevenson University; Middle Atlantic Conferences  
**Staff Liaisons:** Brynna Barnhart, Enforcement  
Jay Jones, Governance  
Jean Orr, Academic and Membership Affairs  
Laura Peterson-Mlynski, Championships
Chris O’Rourke, Becker College; New England Collegiate Conference.
Elissa Pheneger, North Central University; Upper Midwest Athletic Conference; Kayla Porter, Frostburg State University; Capital Athletic Conference.
Rosamaria Riccobono, Eastern Connecticut State University; Little East Conference.
Michael Rubyao, Swarthmore College; Centennial Conference.
Taryn Stromback, Ohio Northern University; Ohio Athletic Conference; Megan Warren, Defiance College; Heartland Collegiate Athletic Conference.
Joe Weber, University of Texas at Dallas; American Southwest Conference.
Rob Wingert, Stevenson University; Middle Atlantic Conference.
Alaina Woo, Pomona-Pitzer Colleges; Southern California Intercollegiate Athletic Conference.
Greg Woods, Springfield College; New England Women’s and Men’s Athletic Conference.

**Absentees:**
Tanner Milliron, University of Wisconsin-River Falls; Wisconsin Intercollegiate Athletic Conference.
Nnenna Akotaobi, Swarthmore College; Centennial Conference.

**Guests in Attendance:**
None.

**NCAA Staff Support in Attendance:**
Brynna Barnhart, enforcement.
Jay Jones, governance.
Jean Orr, academic and membership affairs
Laura Peterson-Mlynski, championships

**Other NCAA Staff Members in Attendance:**
Brian Burnsed, communications.
Louise McCleary, governance.
Reed Fogle, governance.
Mary Wilfert, Sport Science Institute
ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. Robert Wingert, chair of the NCAA Division III Student-Athlete Advisory Committee (SAAC), began the teleconference at 9 p.m. Eastern time.

2. Review July In-person Meeting Report. The committee reviewed and approved its July 2016 meeting report and supplements.

3. Conference and Partner Conference Visits. The committee reviewed the policies and procedures for conference and partner conference visits. Committee members also shared best practices for presenting legislation and obtaining feedback at conference and partner conference meetings.

4. Review of Proposed Legislation. The committee reviewed and discussed all membership and governance-sponsored proposed legislation for the 2017 NCAA Convention. The committee discussed the following specific pieces of proposed legislation:


   b. Playing and Practice Seasons – General Playing Season Regulations – Required Day Off for Track and Field Indoor/Outdoor and Swimming and Diving.


   d. Eligibility – Graduate and Postbaccalaureate Transfers.

   e. Playing and Practice Seasons – Field Hockey and Lacrosse – Preseason Joint Practice, Scrimmage or Exhibition – Exemption from Maximum Contest and Date of Competition Limitations.

   f. Membership – Provisional or Reclassifying Membership – Class Size and Assignment – Provisional Program Size Limit.
g. Playing and Practice Seasons – General Playing Season Regulations – Standardization of Annual Contest and Date of Competition Exemptions.

h. Financial Aid from Outside Sources That Consider Athletics Leadership, Ability, Participation or Performance – Restriction on Recipient’s Choice of Institutions.

i. NCAA Membership – Conditions and Obligations of Membership – Independent Medical Care.

The committee will discuss the proposed legislation in more detail during its November in-person meeting, and take an official vote, but members were encouraged to stay current with the proposals. The committee was reminded to obtain feedback from conferences and partner conferences on the proposed legislation before the November in-person meeting. Jean Orr also shared plans for surveying the committee on each of these proposals so that the committee can obtain a more updated straw poll on its positions.

5. **Announcements and Informational Items.** The committee was reminded that elections for the committee’s officer positions will take place in November and members should consider which position they would like to consider, if any.

6. **Future meetings dates.**


c. April 23-24, 2017; Indianapolis.

7. **Adjournment.**

*Committee Chair:* Rob Wingert, Stevenson University; Middle Atlantic Conferences  
*Staff Liaisons:* Brynna Barnhart, Enforcement  
Jay Jones, Governance  
Jean Orr, Academic and Membership Affairs  
Laura Peterson-Mlynski, Championships
<table>
<thead>
<tr>
<th>Attendees:</th>
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<tbody>
<tr>
<td>Nnenna Akotaobi, Swarthmore College; Centennial Conference.</td>
</tr>
<tr>
<td>Kyera Bryant, Eastern Nazarene College; Commonwealth Coast Conference.</td>
</tr>
<tr>
<td>Zach Cook, College at Brockport, State University of New York; State University of New York</td>
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<td>Athletic Conference.</td>
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<td>Sean Cain, Adrian College; Michigan Intercollegiate Athletic Association.</td>
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<td>Chris Deddo, State University of New York Maritime College; Skyline Conference.</td>
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<td>Ryan Fennelly, Rhodes College; Southern Atheltic Association.</td>
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<tr>
<td>Jessica Jean, John Jay College of Criminal Justice; City University of New York Athletic</td>
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<td>Conference.</td>
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<tr>
<td>Tanner Milliron, University of Wisconsin-River Falls; Wisconsin Intercollegiate Athletic</td>
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<td>Nicole Monick, Johnson State College; North Atlantic Conference.</td>
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<tr>
<td>Callie Olson, Lakeland University; Northern Athletics Collegiate Conference.</td>
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<tr>
<td>Chris O’Rourke, Becker College; New England Collegiate Conference.</td>
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<tr>
<td>Elissa Pheneger, North Central University; Upper Midwest Athletic Conference;</td>
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<td>Kayla Porter, Frostburg State University; Capital Athletic Conference.</td>
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<td>Rosamaria Riccobono, Eastern Connecticut State University; Little East Conference.</td>
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<td>Michael Rubyao, Swarthmore College; Centennial Conference.</td>
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<td>Taryn Stromback, Ohio Northern University; Ohio Athletic Conference;</td>
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<td>Megan Warren, Defiance College; Heartland Collegiate Athletic Conference.</td>
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<td>Joe Weber, University of Texas at Dallas; American Southwest Conference.</td>
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<td>Rob Wingert, Stevenson University; Middle Atlantic Conference.</td>
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<td>Alaina Woo, Pomona-Pitzer Colleges; Southern California Intercollegiate Athletic Conference.</td>
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<td>Greg Woods, Springfield College; New England Women’s and Men’s Athletic Conference.</td>
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<td>Absentees:</td>
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<td>Brad Bankston; Old Dominion Athletic Conference</td>
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<tr>
<td>Laura Peterson-Mlynski, NCAA</td>
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<td>Guests in Attendance:</td>
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<tr>
<td>None.</td>
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<td>NCAA Staff Support in Attendance:</td>
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<tr>
<td>Brynna Barnhart, enforcement.</td>
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<tr>
<td>Jay Jones, governance.</td>
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<tr>
<td>Jean Orr, academic and membership affairs</td>
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<td>Other NCAA Staff Members in Attendance:</td>
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<td>None.</td>
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ACTION ITEMS.

1. Legislative items.

   a. Independent Medical Care for Divisions II and III institutions.

      (1) **Recommendation.** In Divisions II and III, sponsor legislation to specify that 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; further, an active institution shall designate an Athletics Healthcare Administrator to oversee the institution's athletic health care administration and delivery.

      (2) **Effective date.** August 1, 2017.

      (3) **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 integrated sports medicine and athletic training services. Specifically, this proposal addresses the issue of medical providers at institutions having unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. 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. Current legislation gives some authority to the sports medicine staff member to be empowered to have the unchallengeable authority to cancel or modify workouts for health and safety reasons, but it does not address medical management of student-athletes. This is an issue facing institutions that directly impacts the health and well-being of student-athletes, and this proposal will help ensure that appropriate medical care controls and authority exist.

      (4) **Estimated budget impact.** Minimal.
(5) **Student-athlete impact.** This legislation will improve athletics healthcare administration by affirming that medical care is being delivered in an independent manner.


(1) **Recommendation.** In Division II, sponsor legislation for the 2017 NCAA Convention to amend NCAA Constitution 3.34.10 (drug-testing program and consent form) to specify that Division II institutions must designate an individual (or individuals) as the athletic department resource for questions related to NCAA banned drugs and the use of nutritional supplements; further, to specify that an institution must educate athletics department staff members who have regular interaction with student-athletes that:

a) The NCAA maintains a list of banned drug classes provides examples of banned substances in each drug class on the NCAA website;

b) Any nutritional supplement use may present risks to a student-athlete’s health and eligibility; and

c) Questions regarding NCAA banned drugs and the use of nutritional supplements should be referred to the institution’s designated athletics department resource individual (or individuals).

(2) **Effective date.** August 1, 2018.

(3) **Rationale.** The committee has heard a half-dozen positive drug-test appeals in the past two years in which Division II student-athletes tested positive after claiming use of nutritional/dietary supplement products. Many more DII student-athletes test positive each year and do not seek an appeal. Research has shown that supplement products, which are not well-regulated, may contain NCAA banned substances and are at high risk for contamination with such. Despite the nutritional supplement risk warning on the Banned Drug List that is attached to every NCAA Drug Testing Consent Form, Division II student-athletes have declared in their appeal that they purchased these products on their own, without consultation with athletics staff. The NCAA subscribes to the Resource Exchange Center, the only authoritative resource supported by the NCAA to provide review of these products vis-à-vis banned drugs to our membership; by designating staff for and
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communicating to student-athletes about this role, Division II will provide an identified staff to whom student-athletes can check out any supplement product and receive accurate feedback via the REC, thereby reducing their risk of testing positive for use of these products, which tests results in loss of eligibility.

(4) **Estimated budget impact.** None.

(5) **Student-athlete impact.** By providing an on-campus designee for student-athletes to easily reach will positively impact student-athletes and make it easier to make informed decisions.

**NON-LEGISLATIVE ITEMS.**

a. **Independent medical care for Division I Autonomy.**

   (1) **Recommendation.** Refer a recommendation to Division I Autonomy to editorially revise Constitution 3.2.4.17 (Independent Medical Care). The revision will reflect a modification to the title director of medical services to athletics healthcare administrator.

   (2) **Effective date.** August 1, 2017.

   **Rationale.** “CSMAS proposes this change to the language to clarify the position. The committee determined the name director of medical services implied the person holding the role should have medical background (i.e. physician or athletic trainer). In addition, feedback from member institutions indicated confusion about differences between the director of medical services position and the medical director position, which is established elsewhere in NCAA bylaws. The proposed change from director of medical services to athletics healthcare administrator denotes an administrative role that could be assigned to a variety of positions already established in an athletic department or another area on campus.” The language will also clarify the role as more of a designation rather than a new position.

   (3) **Estimated budget impact.** No budgetary impact.

   (4) **Student-athlete impact.** As noted in the rationale, this amendment will provide institutions additional clarification on the role of athletics healthcare administrator to address health and safety needs of student-athletes.
b. **Independent Medical Care for Division I non-autonomy schools.**

(1) **Recommendation.** The committee recommends that Division I non-autonomy institutions opt-in to Constitution 3.2.4.17 (Independent Medical Care).

(2) **Effective date.** August 1, 2017 or August 1, 2018.

(3) **Rationale.** The committee believes that non-autonomous Division I institution would benefit from the legislation adopted by Autonomy in 2016. The NCAA Principle of Health and Safety makes it the responsibility of institutions to protect the health of, and provide a safe environment for its 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 integrated sports medicine and athletic training services. Specifically, this proposal addresses the issue of medical providers at institutions having unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. Further, the administrative structure should ensure that no coach serve as the primary supervisor for any medical provider, nor have hiring, retention, and dismissal authority over that provider. Current legislation gives some authority to the sports medicine staff member to be empowered to have the unchallengeable authority to cancel or modify workouts for health and safety reasons, but it does not address medical management of student-athletes. This is an issue facing institutions that directly impacts the health and well-being of student-athletes and this proposal will help ensure that appropriate medical care controls and authority exists.

(4) **Estimated budget impact.** No budgetary impact.

(5) **Student-athlete impact.** This legislation will provide institutions the role of an athletics healthcare administrator to address health and safety needs of student-athletes.

**INFORMATIONAL ITEMS.**

1. **Sport Science Institute strategic priorities and plan.** Members of the Sport Science Institute presented the SSI’s strategic priorities and strategic plans to the committee. The final plan will be presented to the committee during its December 2016 meeting, and will address the SSI’s nine strategic priority areas.

2. **National Federation of State High School Associations (NFHS) report.** The committee received a general update from Bob Colgate of the NFHS.
3. **Datalys report.** The committee received a general update on the work of the Datalys Center from Zack Kerr. Dr. Kerr is the outgoing Director of the NCAA Injury Surveillance Program. He also introduced his replacement, Dr. Erin Wasserman, who will be assuming responsibilities for the injury surveillance program in mid-July 2016. Dr. Kerr emphasized the continued need to promote member institution participation in the injury surveillance program. Higher levels of participation will allow more sophisticated and robust analysis of injury data that can inform critical questions, such as the impact of certain rule changes on the health and safety of student athletes.

4. **Office of Legal Affairs update.** The committee received a general update from the Office of Legal Affairs.

5. **Sexual assault prevention report and tool kit.** The committee received an update on the sexual assault prevention meeting and the tool kit that is currently being developed. The committee discussed different distribution strategies, and approved the tool kit. The tool kit is scheduled to be released in a mailing to the membership in the fall 2016.

6. **Division III Baseball two-period model.** The Division III Management Council referred a request to CSMAS to comment on the health and safety implications of establishing a two-period model in baseball. The committee issued the following statement:

   "The committee recognizes this is a complicated issue, and one for which definitive scientific data does not exist. The committee notes the following considerations:

   a) The unknown impact on the throwing shoulder of baseball athletes, especially pitchers, gearing up for two competitive seasons.

   b) The proposal creates an unconventional periodization schedule that could predispose athletes to injury.

   c) The proposal is disconnected from any coordinated, association-wide strategy for the consideration of competitive season reconfigurations. Without such coordination, it is difficult for the committee to consider the time-demands implications of the proposal.

   d) There may be benefit arising from warmer temperatures in the fall season.

   The committee requests that if the proposal is ultimately passed that it be consulted to help facilitate the formal evaluation of the impact of the proposal on the health of student-athletes."
7. **Division III standardized contest exemptions across all sports.** Division III Management Council requested CSMAS comment on a legislative concept that would maintain the conference championship exemption and the NCAA championship exemption, while eliminating all other exemptions (both standard and sport-specific) and would permit each sport two scrimmages, exhibitions or joint practices against any opponent. The committee had no comment.

8. **Inclement Weather Statement.** In the committee’s December 2015 meeting, committee members raised concern with common campus practices during inclement weather. The committee formed a working group to craft a statement on the issue. The following statement was considered and approved:

> Inclement weather poses unique challenges to athletics operations, partly because of the seasonal and geographic frequency of such events, and because of the disparate impact on members of the athletics team. Student-athletes, most of whom live on or very close to campus, are impacted differently than coaches, support staff, and athletics administrators, who may live at some distance from campus, and who are, therefore, subject to weather conditions that may be very different than those occurring on campus. They may also have the additional difficulty of a commute.

> In recent years, the committee has fielded complaints from athletics support staff who report having to journey to campus during inclement weather to attend practices or other non-competition events, even when the campus has been effectively shut down and classes canceled. These complaints become more pronounced when athletics personnel believe themselves to be exposed to personal risks to attend what are perceived as non-essential activities, and especially for practices and other obligations for sports outside of the traditional season. Consequently, the committee provides member institutions the following guidance for inclement winter weather conditions:

> Athletics department personnel must recognize that decisions affecting the broader institutional community also apply to them. Serious consideration should be given to the appropriateness of requiring student-athletes, coaches, and support staff to come to campus when the campus is otherwise closed and classes canceled. Local traffic authorities should be consulted about the safety of local roadways.

> a. Decisions about continued athletics activity should be centrally made, preferably by the athletics director or his /her designee. Coaches should not make such decisions for their own sports in isolation and independent of athletics administrators.

> b. Decisions should be made with the ultimate goal of protecting the well-being and safety of all athletics personnel and student-athletes. A full accounting of the
disparate impact of inclement weather on athletics personnel and participating student-athletes should be made as part of the decision-making process.

c. When a decision is made to open athletic or recreational facilities and to conduct athletics activities, standardized steps should be taken to ensure the safe access to those facilities and those parts of campus in which the activities will take place.

d. Athletics personnel who determine that their personal safety might be jeopardized by commuting to campus in inclement and/or hazardous weather should be excused from all responsibilities without fear of reprisal or punishment, and reasonable accommodations for their absence should be made.

9. Air Quality Statement. An unusually active 2015 wildfire season in parts of northern California and the Pacific northwest lead to significant air quality challenges for many member institutions located in those regions, especially with the onset of late summer practices and competitions and the start of the 2015-16 sport seasons. As a result, the Sport Science Institute and the Committee on Competitive Safeguards and Medical Aspects of Sport fielded several calls from athletics healthcare professionals at these schools who were inquiring about available information to help guide their decisions about practice or competition modification.

There are three reasons why otherwise healthy athletes are at special risk for inhaling pollutants. First, as physical activity increases so does minute ventilation, which increases the number of pollutants that are inhaled relative to when the athlete is at rest. Second, during activity, a larger proportion of air is inhaled through the mouth, which bypasses the body’s built-in nasal filtration system. Third, pollutants are inhaled more deeply and may diffuse into the bloodstream more quickly during physical activity. These concerns are exacerbated in those athletes with pre-existing pulmonary or cardiac conditions (Carlisle and Sharp, 2001).

An important and standardized national air quality resource is the National Weather Service’s (NWS) Air Quality Forecast System. This system “provides the US with ozone, particulate matter and other pollutant forecasts with enough accuracy and advance notice to take action to prevent or reduce adverse effects.” (Accessed 6/14/16; http://www.nws.noaa.gov/ost/air_quality/).

A key component of this forecast system is the NWS Air Quality Index (AQI). The AQI is provides real-time monitoring and alerts in response to changing air quality levels. The AQI accounts for five different pollutants, including 1) ground-level ozone, 2) particle pollution (also known as particulate matter), 3) carbon monoxide, 4) sulfur dioxide, and 5) nitrogen dioxide. Of these, ground-level ozone and particulate matter are the most common and most concerning pollutants for outdoor physical activity. The
AQI is a single number, presented on a scale of 0 – 500, where 0 indicated no air quality problems and 500 indicates the most hazardous levels of air pollution.

When threatening or dangerous air quality levels are present the AQI is adjusted upward, and the National Weather Service (NWS) will issue a corresponding air quality alert. Those alerts and their corresponding behavioral modification recommendations can be found [here](#).

The committee offers the following general guidance to member institutions trying to make decisions about the appropriateness of practice or competition in extreme air quality situations:

a. Attentive monitoring of local AQI and associated air quality alerts, especially during times of extreme environmental conditions, is recommended. This monitoring is best performed by the primary athletics healthcare providers trained to monitor environmental impacts on student-athlete health and safety. However, schools may choose to delegate this responsibility to another staff member with knowledge and training about environmental monitoring.

b. Member schools should consider modifying or canceling outdoor athletic events (practices and competitions) in accordance with AQI guidance. Exposure should be managed more conservatively for student athletes with pre-existing pulmonary or cardiac conditions, which may exacerbate the complications of these conditions and could lead to an acute medical emergency. Specifically, schools should consider removing athletes with pre-existing pulmonary or cardiac conditions from outdoor practice or competition venues at an AQI over 100. At AQIs of over 150, all athletes should be closely monitored. All athletes should be removed from outdoor practice or competition venues at AQIs of 200 or above.

c. School emergency action plans should guide the emergency care response in these circumstances, and staff should rehearse the plan at a minimum of once a year.

10. Experimental Kick-off Rule. At the request of the Football Rules Committee, the committee considered an experimental rule proposal from the Ivy League. After examining the proposal, the committee issued the following statement:

While the committee has not seen any evidence to suggest that the terms of the proposal are likely to result in a decrease in concussion or other football kick-off related injury, it can identify no reason why the proposed experimental rule should not be allowed. The experimental rule will likely generate important data that should lead to a more definitive answer to the question of additional benefit resulting from further adjustment...
to the point of kickoff. The committee respectfully requests that the Ivy League and the NCAA Football Rules committee share any data arising from the experimental period for its review.

11. Division I Men’s Basketball Championship testing. The committee addressed a request from the Division I Basketball committee to allow a special accommodation to the “10-10” testing protocol, which allows a team to defer post-game championships drug testing to the next morning at the same venue if the contest commences 10 p.m. or later local time. The committee discussed the request and approved a modification of the protocol to “10-12”, allowing an extra two hours the next morning for the student-athlete to return to the arena for testing. The committee declined to support the accommodation of moving testing to the hotel, which would present additional logistical testing complications.

12. Recording drug testing collections. The committee determined that there should be no recording—video or otherwise—of NCAA drug-testing collection events, noting that these are group testing events and recording would capture more than just the individual making the recording, creating a confidentiality concern.

13. Safety in College Football Summit. The committee received an overview of the summit, which occurred in February 2016, and reviewed the voting statements and the documents that stemmed from the statements. The following statement was approved by the committee:

The committee supports the foundational statements of the four inter-association consensus documents from the Second Safety in College Football Summit (Year-Round Football Practice Contact for College Student-Athletes; Diagnosis and Management of Sport-Related Concussion; Independent Medical Care in the Collegiate Setting; Preventing Catastrophic Injury in College Athletes). In particular, the committee applauds the data-driven nature of these documents, and supports all efforts to continue to update these documents in a science-driven manner.

14. US Lacrosse headgear rule request.

CSMAS recommend that the Lacrosse Playing Rules committee adopt a modification to Rule, Section 10, to read:

Close-fitting gloves and soft headgear may be worn by all field players. Beginning on January 1, 2017, any field player choosing to wear headgear will only be allowed to wear headgear that meets the ASTM F313 standard for women’s lacrosse. Further protective devices necessitated on genuine medical grounds may be used by players, providing that the umpires agree that they do not endanger other players. All protective devices used should be close-fitting, padded where necessary, and not be of excessive
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weight. No equipment, including protective devices, may be used unless it complies with the rules or manufacturers specifications and is deemed not dangerous to other players by the officials.

The committee also urges some caution in the decision-making process as an actual product does not exist in market.

15. Substance Use Survey. The committee reviewed and provided feedback on the Substance Use survey instrument, to be administered to the membership during the 2016-17 academic year. Committee members Abby Miklitsch, Megan Warren, Randy Bird, and Roger Kruse, and consultants Zack Kerr and Lara Gray volunteered to assist with language updates.

16. THC Research project. NCAA research provided the committee with an overview of the research project that explored the relationship between institutional drug education and testing, and student-athlete year-round testing samples that contained tetrahydrocannabinol, THC, the active ingredient in marijuana. The preliminary analysis of the data indicated that student-athlete samples from institutions that conduct institutional testing and drug education were less likely to test positive for THC. Additional analysis of this data will be presented to the committee at its December meeting.

17. Banned drugs and medical exceptions. The committee reviewed several items related to banned drugs and determined the following:

a. The committee recommended that staff make an editorial revision to the banned drug class currently named “street drugs” to “illicit drugs”. The committee noted that the “street drug” term was outdated and inappropriate. The revised drug class will continue to include marijuana, synthetic cannabis and heroin, and other related drugs of abuse.

b. The committee will explore the potential to program the electronic drug-testing consent form so that the student-athlete must acknowledge receipt of the banned drug educational document prior to final signature of the consent. Current practice allows the student-athlete, in many cases, to electronically sign the drug testing consent form without ever seeing the educational attachment that identifies banned drugs and provides the advisory on the risk of using nutritional/dietary supplements.

c. On the topic of ADHD reporting forms, the committee members do not recommend making any changes to the current requirement to submit documentation of a comprehensive evaluation. The committee established a reasonable deadline (i.e. 90 days) for paperwork to be submitted for a medical exception review.
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_________

d. At this time, the committee declined to create a new banned drug class to include 
meldonium, banned by the World Anti-Doping Agency (WADA), and will continue to 
monitor WADA developments.

e. The committee confirmed that a medical exception for treatment with anti-estrogens does 
not require pre-approval through the medical exception process, but can be submitted upon 
notice of a positive drug test.

18. **Nutritional supplement certification.** The committee received a presentation from Amy 
Eichner, US Anti-Doping Agency, on third party testing of nutritional supplement products, 
and confirmed its recommendation not to endorse supplement product certification. The 
committee directed Drug Free Sport in its NCAA Resource Exchange Center responses, to 
identify that certified products are available and may reduce the risk presented by 
contamination of these products.

19. **Recreational drug use deterrence tool kit.** The committee heard a presentation regarding an 
SSI drafted drug use deterrence tool kit that is tentatively scheduled to be released after the 
December 2016 CSMAS meeting and final review. The committee recommended the name of 
the tool kit change to “Substance Abuse Prevention toolkit”.

20. **Testing Division I College Football Playoffs.** The committee directed Drug Free Sport to 
schedule testing of the College Football Playoffs to occur onsite prior to the semi-final game 
to facilitate expedited results reporting so that confirmation occurs before the championship 
game.

21. **Beach volleyball testing plan.** The committee approved a championship testing plan for the 
newly sanctioned championship sport of beach volleyball.

22. **Drug test appeals.** The committee supported a plan to provide training to committee members 
interested in serving on drug test appeal panels, requiring that new panel members sit through 
two appeals prior to voting on the outcome of an appeal.

23. **Medical observer.** The committee received a presentation from Dr. Brock Schnebel with the 
University of Oklahoma about emerging trends in the use of a medical observer in the press 
box for the purpose of monitoring on-field injuries, especially concussion. Dr. Schnebel 
presented preliminary research on the key operational features of the use of a medical observer, 
including the logistic issues, the role of replay technology, and the institutional affiliation of 
the medical observer. The committee will continue to monitor developments in this new area.

24. **Medical decision-making authority in NCAA Championship events.** The committee 
recommends a comprehensive review and revision where necessary of health and safety 
sections of existing championships operations manuals, especially to clarify the relationship 
between team physicians and tournament medical directors.
25. **CSMAS subcommittees.** The committee determined that beginning with the December 2016 meeting, the subcommittees will no longer meet separately during the scheduled biannual committee meeting, but rather will convene to address specific tasks as needed.

26. **Future meetings.**


   b. June 7 – 9, 2017, Indianapolis.

   **Committee Chair:** Forrest Karr, Northern Michigan University, Great Lakes Intercollegiate Athletic Conference

   **Staff Liaison(s):** Brian Hainline, NCAA  
   John Parsons, NCAA  
   Mary Wilfert, NCAA

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### CSMAS  
**June 15 – 17, 2016**

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<th><strong>Attendees:</strong></th>
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<tbody>
<tr>
<td>Stevie Baker-Watson, DePauw University; North Coast Athletic Conference.</td>
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<td>Randy Bird, University of Virginia; Atlantic Coast Conference.</td>
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<td>Larry Bowman, Clemson University; Atlantic Coast Conference.</td>
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<td>Robert Casmus, Catawba College; South Atlantic Conference.</td>
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<tr>
<td>John Chandler, Coe College; Iowa Intercollegiate Athletic Conference.</td>
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<tr>
<td>Tonya Charland, Great Lakes Valley Conference.</td>
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<td>Bob Colgate, National Federation of State High School Associations.</td>
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<td>Grace Donovan, Florida Southern College.</td>
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<td>LaGwyn Durden, University of Texas; Big 12 Conference.</td>
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<td>Gregory Frazer, Duquesne University; Atlantic 10 Conference.</td>
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<tr>
<td>Joseph Hannant, University of North Carolina, Pembroke; Peach Belt Conference.</td>
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<tr>
<td>Forrest Karr, Northern Michigan University; Great Lakes Intercollegiate Athletic Conference.</td>
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<tr>
<td>Roger Kruse, University of Toledo; Mid-American Conference.</td>
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<td>Abbey Miklitsch, University of Rhode Island; Atlantic 10 Conference.</td>
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<td>Jessica Mohler, U.S. Naval Academy.</td>
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<td>Douglas Ramos, Creighton University; Big East Conference.</td>
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<td>Kimberly Walpert Patterson, University of Georgia; Southeastern Conference.</td>
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<td>Megan Warren, Defiance College.</td>
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<td>Maureen White, U.S. Merchant Marine Academy; Landmark Conference.</td>
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<th><strong>Absentees:</strong></th>
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Gabe Feldman, Tulane University; American Athletic Conference.
Amy Schafer, Thiel College; Presidents’ Athletic Conference.
Lynn Snyder-Mackler, University of Delaware; Colonial Athletic Association.

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<tbody>
<tr>
<td>Zack Kerr, Erin Wasserman; Datalys.</td>
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<td>Mark Bockleman, Michelle Dorsey; Drug Free Sport.</td>
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<td>Brock Schnebel, University of Oklahoma.</td>
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<th>NCAA Staff Support in Attendance:</th>
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<tr>
<td>Dawn Buth, NCAA</td>
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<td>Cassie Folck, NCAA</td>
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<td>Cindy McKinney, NCAA</td>
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<th>Other NCAA Staff Members in Attendance:</th>
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<tr>
<td>Scott Bearby</td>
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<td>Jenn Fraser</td>
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<td>Brian Hendrickson</td>
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<td>Jeff Myers</td>
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<td>Sarah Otey</td>
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<td>Chris Termini</td>
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REPORT OF THE
NCAA SPORTSMANSHIP AND ETHICAL CONDUCT COMMITTEE
JULY 25, 2016, TELECONFERENCE

ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   - None.

INFORMATIONAL ITEMS.

1. Welcome and Call to Order. Committee chair, Sherard Clinkscales, welcomed those on the call. NCAA staff conducted the roll.

2. Review of Student-athlete Sportsmanship Award Nominees. The committee reviewed the nominees for each division and gender. There was detailed discussion pertaining to several student-athletes and teams nominated for each of the divisional awards. Following the discussion for each division and gender, the following nominees were selected by the committee as the 2016 recipients of the NCAA Sportsmanship Award:

   a. Division I Student-Athlete Award Recipients
      b. Female. Minden Miles, Texas Christian University.
      c. Team. University of Georgia Football Team.

   b. Division II Student-Athlete Award Recipients
      a. Male. The committee felt that those nominated for the award did not meet the award’s qualifications. Specifically, the committee noted that nominees were submitted with a lack of a specific extraordinary act(s) of sportsmanship.
      b. Female. Imke Oelerich, Nova Southeastern University.

   c. Division III Student-Athlete Award Recipients
a. Male. There were no nominations that were submitted for this division and gender.

b. Female. The committee felt that those nominated for the award did not meet the award’s qualifications. Specifically, the committee noted the nominee’s specific extraordinary act(s) occurred in previous seasons and did not meet the timeframe requirement of the sportsmanship award.

3. Review of Bob Frederick Award Nominees. The committee discussed the nominees for the Bob Frederick Award from 2015-16, as well as nominees from 2013-14 and 2014-15. After review, the committee selected Dr. Don Lyle, Athletic Director (retired), Grove City College (PA) as the 2016 Bob Frederick Award recipient.

4. Committee Annual Meeting. NCAA staff discussed the dates for the committee annual meeting and noted initial agenda items that the committee would plan to discuss. Staff requested any additional agenda items be sent to staff no later than September 15, 2016 for addition to the meeting agenda.

5. RESPECT Campaign. NCAA staff provided a final update to the committee regarding the launch of the RESPECT campaign and the distribution of the RESPECT booklet. [Attachment] The NCAA will provide four (4) hard copies of the RESPECT booklet to each member institution and one (1) copy to each member conference. The booklet, video and audio public service announcements, templates for print and digital program ads and templates for in-venue signage is available for free download on the NCAA sportsmanship website following the link to the RESPECT resources.

6. Future meeting dates.
   - Monday and Tuesday, October 3-4, 2016 in Indianapolis.

7. Adjournment. The teleconference was adjourned at 12:12 p.m.

Committee Chair: Sherard Clinkscales, North Carolina State University, Atlantic Coast Conference.
Staff Liaison: Ben Brownlee, Championships and Alliances

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<tr>
<td>Sherard Clinkscales, North Carolina State University, Atlantic Coast Conference.</td>
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<td>Jud Damon, Flagler College, Peach Belt Conference.</td>
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<td>Debbie Ingram</td>
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<td>Steve O’Brien</td>
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<td>Karen Tompson-Wolfe</td>
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<td>Steve Martinez</td>
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<td>Steve Murray</td>
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<td>Chris O’Rourke</td>
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<td>Peter Smith</td>
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**NCAA Staff Support in Attendance:**

- Ben Brownlee and Tiffini Grimes
ACTION ITEMS.

1. Legislative items.
   - None.

2. Nonlegislative items.
   - Transgender student-athlete/season of participation. [Division III Only]
     a. **Recommendation.** The committee recommends that the Division III Presidents Council establish waiver guidelines that would allow Division III transgender female (transitioning from male to female) student-athletes to practice during their first year of testosterone suppression without using a season of participation.
     b. **Effective date.** Immediate.
     c. **Rationale.** The NCAA’s transgender student-athlete participation policy requires that a student-athlete who is transitioning from male to female undergo a minimum one year of testosterone suppression before she is eligible to compete on a women’s team. Because Division III legislation requires that a student-athlete use a season of participation for practice following the first date of competition, a transgender female student-athlete does not have the opportunity to practice with the women’s team without using a season of participation. The committee recognizes that “no redshirting” is a core tenet for Division III, but contends that a student-athlete should not lose a season of participation because she is pursuing her true identity and is fulfilling NCAA policy requirements for transgender student-athlete participation. Division III athletics administrators at both the institutional and conference levels raised concerns about this issue at the 2016 NCAA Inclusion Forum in April and in various communications to the NCAA’s office of inclusion staff.
     d. **Estimated budget impact.** None.
     e. **Student-athlete impact.** Waiver guidelines allowing transgender female student-athletes to practice without using a season of participation would allow these student-athletes the opportunity to engage in a team environment with individuals sharing the same gender identity without foregoing an opportunity for a competitive season.
MEMORANDUM

August 29, 2016

VIA EMAIL

TO: NCAA Division I Conference Administrators for Football, Soccer and Volleyball
Division II Conference Commissioners
Division III Conference Commissioners

FROM: Dan Calandro, NCAA Director of Playing Rules and Officiating.

SUBJECT: Preparation for Fall Team Sport Seasons in Field Hockey, Football, Soccer, Volleyball and Men’s Water Polo.

With the fall seasons kicking into gear, I write today to encourage you to review with your institutions (and I realize many of you have probably already done so) the application of NCAA playing rules related to disruptions and/or inappropriate actions of the participants that might occur prior to or during athletics contests.

As you are well aware, all athletics contests have rules that apply to the game and all facilities have procedures to protect the safety and welfare of attendees. If questions arise regarding student-athletes' actions on the field of play that delay or disrupt a contest, game management should be encouraged to confer with the officials on-site (and the conference office when appropriate) before making a decision to penalize a participant and/or team. To assist in this matter, applicable rules pertaining to fall team sports listed above are available by clicking on the appropriate link below. If you have any questions regarding this information, do not hesitate to contact the appropriate secretary-rules editor listed in each document.

Field Hockey
Football
Soccer
Volleyball
**Men's Water Polo**

If questions arise regarding activities of fans internal or external to the athletic facility, we encourage you to follow the standard protocols for such instances and to work with the facility management to resolve them.

In all circumstances, a prudent course is to thoughtfully examine all facts and information and make a judgement consistent with our shared values.

Please do not hesitate to contact me should you have any questions. I can be reached at dcalandro@ncaa.org or 317-979-7879.

We stand ready to help you, and encourage you to communicate with us throughout the year.

cc: Division I Conference Commissioners  
    Selected NCAA Secretary-Rules Editors  
    Selected NCAA Staff Members
INFORMATIONAL ITEMS.

• NCAA Men’s Basketball Rules Committee timeout policy recommendation. The panel reviewed and approved a recommendation from the NCAA Men’s Basketball Rules Committee to alter a rule that was implemented for the 2015-16 season. The rule prohibited a coach from calling a timeout during a live ball and was intended to apply primarily to situations when the live ball was on the playing court (especially during a scramble on the floor for a loose ball). Due to feedback received from coaches during the year, from the end-of-year annual rules survey, and from the NABC Board of Directors following the season, the committee recommended that the rule be adjusted to allow a coach to call a timeout when the coach’s team is attempting to throw-in the ball from the out of bounds. Such a change will allow the coach the opportunity to do so when it otherwise might be difficult to do (e.g., due to crowd noise, distance from the coach to the player throwing in the ball, etc.). A coach will still be prohibited from calling a timeout during all other live ball situations.

[Note: Although 2016-17 is not a rules change year for men’s basketball, PROP has the authority to approve rules changes in the off-year if there is: a) concern for student-athlete safety, b) a significant financial impact, c) concern for the integrity of the game, d) a need to align with new international rules or interpretations, or e) a need to change a rule implemented for the first time the year before that requires alteration, which is the case in this situation.]

Committee Chair: Jon Steinbrecher, Mid-American Conference
Staff Liaison(s): Ben Brownlee, Championships and Alliances, Playing Rules and Officiating
                Dan Calandro, Championships and Alliances, Playing Rules and Officiating
                Ashlee Ferguson, Championships and Alliances, Playing Rules and Officiating
                Ty Halpin, Championships and Alliances, Playing Rules and Officiating
                Emily Parkins, Championships and Alliances, Playing Rules and Officiating
                Rachel Seewald, Championships and Alliances, Playing Rules and Officiating

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Respondents:
Shelley Appelbaum, Michigan State University; Big Ten Conference.
Pat Britz, South Atlantic Conference.
William J. Fusco, Sonoma State University; California Collegiate Athletic Association.
Jeff Hurd, Western Athletic Conference.
Julie Johnson, Ripon College, Midwest Conference,
Noreen Morris, Northeast Conference.
Lynn Oberbillig, Smith College; New England Women's and Men's Athletic Conference.
Derita Ratcliffe, University of Alabama at Birmingham; Conference USA.
Larry Scott, Pac-12 Conference.
Jon Steinbrecher, Mid-American Conference.
Kevin White, Truman State University; Great Lakes Valley Conference.
Douglas Zipp, Shenandoah University; Old Dominion Athletic Conference.
REPORT OF THE
NCAA PLAYING RULES OVERSIGHT PANEL
JUNE 15, 2016, TELECONFERENCE

ACTION ITEMS.

• None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. The chair welcomed those on the call and thanked them for their time. [Note: Mr. Jeff Hurd served as the chair in place of Mr. Jon Steinbrecher, who was unable to participate.]

2. Duties and conflict of interest. The panel reviewed its duties and the NCAA conflict of interest policy.

3. Review of April 15 teleconference and June 3 email conference reports. The panel approved the April 15 teleconference and June 3 email conference reports as written.

4. NCAA Men’s Basketball Rules Committee annual meeting report. The panel approved the committee annual meeting report that included a recommendation to alter a rule that was implemented for the 2015-16 season. The rule prohibited a head coach from calling a timeout during a live ball. The committee altered the rule to allow a head coach to call a timeout when the coach’s team is attempting to throw-in the ball from the out of bounds. [Note: The panel formally approved this recommendation to alter the rule via a June 3 email vote. Although 2016-17 is not a rules change year for men’s basketball, PROP has the authority to approve rule changes in the off-year if a need to change a rule implemented for the first time the year before that requires alteration, which is the case in this situation.]

5. NCAA Women’s Basketball Rules Committee annual meeting report. The panel reviewed the committee’s annual meeting report. No rules changes were recommended since 2016-17 is a non-rules change year for women’s basketball.

6. NCAA Men’s and Women’s Swimming and Diving Rules Committee annual meeting report. The panel reviewed the committee’s annual meeting report. No rules changes were recommended since 2016-17 is a non-rules change year for men’s and women’s swimming and diving. The panel referred the committee’s proposal for the establishment of a Swimming and Diving National Coordinator of Officials back to the three divisional championship committees to follow the proper protocol for establishing the position.
7. **NCAA Men’s Wrestling Rules Committee annual meeting and comment period reports.** The panel approved the committee’s annual meeting report that included two recommendations related to concussion timeouts and coaching during injury timeouts. Both rules changes were issued as interpretations during the 2015-16 season based on recommendations made at the NCAA Sports Science Institute Wrestling Summit in July 2015. The panel requested that consideration be given to collecting data on the number of concussion timeouts/evaluations and the average time of the timeout/evaluation to monitor whether a time limit should be placed on concussion evaluations. After conferring with the NCAA Sport Science Institute staff and athletic trainer liaison to the rules committee, both believed this data would be difficult to collect and healthcare professionals should be given as much time as they deem necessary without hindrance from coaches, officials, etc.

8. **NCAA Field Hockey Committee annual meeting and comment period reports.** The panel approved the committee’s annual meeting report that included one recommendation requiring numbers on jerseys be of a color that is clearly in contrast with the color of the jersey. This is a requirement effective upon institutions purchasing new uniforms.

9. **NCAA Rifle Committee annual meeting and comment period reports.** The panel approved the committee’s annual report that included a recommendation to add an exception to the definition of a contest for dual matches in a range with nine or fewer firing points, or multi-team events.

10. **Future meeting dates and times.** The panel was reminded of the upcoming teleconference schedule as follows:

    - **Teleconferences:**
      - Wednesday, July 20 at noon (subsequently changed to begin at 11:30 a.m.) Eastern time: bowling, ice hockey, women’s lacrosse, skiing, softball, track and field, fencing, women’s gymnastics, rowing and DIII men’s volleyball;
      - Wednesday, August 17 at 11 a.m. Eastern time: baseball, golf, men’s gymnastics and tennis; and
      - Tuesday, September 13 at 11 a.m. Eastern time: men’s lacrosse.

11. **Other Business.** None.

12. **Adjournment.** The call was adjourned at 12:30 p.m. Eastern time.
Committee Chair: Jon Steinbrecher, Mid-American Conference
Staff Liaison(s): Ben Brownlee, Championships and Alliances, Playing Rules and Officiating
Dan Calandro, Championships and Alliances, Playing Rules and Officiating
Ashlee Ferguson, Championships and Alliances, Playing Rules and Officiating
Ty Halpin, Championships and Alliances, Playing Rules and Officiating
Emily Parkins, Championships and Alliances, Playing Rules and Officiating
Rachel Seewald, Championships and Alliances, Playing Rules and Officiating

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<td>Greg Johnson</td>
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REPORT OF THE
NCAA PLAYING RULES OVERSIGHT PANEL
JULY 20, 2016, TELECONFERENCE

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. The chair welcomed those on the call and thanked them for their time.

2. Duties and conflict of interest. The panel reviewed its duties and the NCAA conflict of interest policy.


4. NCAA Track and Field/Cross Country Rules Committee annual meeting and comment period reports. The panel reviewed and approved 39 proposals from the NCAA Men’s and Women’s Track and Field Rules Committee. Items of note included the approval of a requirement for all indoor facilities to have a curb beginning December 1, 2018, and the approval of a requirement to use verifiable entry performances and eliminate the recording of false and speculative marks. Additionally, in an attempt to bring more structure to the sport, the panel approved a recommendation to define what constitutes a regular-season competition in men’s and women’s track and field.

5. NCAA Women’s Bowling Committee annual meeting, comment period and teleconference reports. The panel reviewed the committee annual meeting report and the rules proposals submitted by the committee. The panel approved 13 of the proposals submitted by the committee. One item of note includes the approval of a proposal to limit the number of matches per day to five, beginning with the 2017-18 season. In addition, the panel denied a request to require all head officials to pass the rules exam offered on the ArbiterSports webpage. Finally, the panel was informed that the committee modified three proposals from the annual meeting report which were sent back out to the membership for additional comment. The panel will be asked to vote on the three modified proposals upon the completion of the comment period.

6. NCAA Men’s and Women’s Ice Hockey Rules Committee annual meeting, comment period and teleconference reports. The panel reviewed the report of the Ice Hockey Rules Committee and noted that the committee tabled a proposal dealing with the overtime
procedure after significant discussion and concern raised by Division I coaches and conferences. It was noted that the rules committee plans to spend time during the next 10 months to review and collect additional feedback about the overtime procedure and make it a central part of the June 2017 annual meeting. The committee plans, at that time, to make a proposal on overtime moving forward, potentially as an off-year change.

In the rules changes, one significant note deals with the goal anchoring system change, which was approved by the panel nearly three years ago (providing two full competition seasons to implement). In some instances, institutions do not own their own facilities and the committee has established a waiver process to provide relief on a case-by-case basis.

The report and proposed changes were approved as a consent package.

7. **NCAA Women’s Lacrosse Rules Committee annual meeting and comment period reports.** Although it was a not a rules change year for women’s lacrosse, the panel reviewed and approved three proposals submitted by the NCAA Women’s Lacrosse Rules Committee. One of the proposals included a recommendation to alter a rule that was implemented during the 2016 season. The rule changed the categorization of three seconds from a major foul to a minor foul. An unintended consequence resulting from the implementation of this change was that more players obstructed the free space to goal, which raised safety concerns for student-athletes. Consequently, the panel approved the recommendation to make three seconds a major foul, while tweaking the administration of the penalty to the spot of the ball. The panel also approved a recommendation requiring any field player choosing to wear headgear to wear headgear that meets the current ASTM standard for women’s lacrosse beginning January 1, 2017. Finally, the panel approved an experimental rule requiring all players outside of the 8-meter arc and within the critical scoring area to clear the space and move outside the extended hash marks of the 8-meter arc relative to their position. This experimental rule will only be used during the non-traditional season (2016 fall ball).

8. **NCAA Skiing Committee annual meeting report.** The panel reviewed the committee’s annual meeting report. No rules changes were recommended since 2017 is a non-rules change year.

9. **NCAA Softball Rules Committee annual meeting report.** The panel reviewed the committee’s annual meeting report. No rules changes were recommended since 2017 is a non-rules change year.

10. **NCAA Fencing Committee annual meeting and comment period reports.** The panel reviewed and approved a proposal to mirror US Fencing and implement the sabre starting position experimental rule through December, and continue to be aligned with US Fencing once it makes its decision to fully implement the change, or revert back to the current rule.
The panel noted that this is the first time a sport could be changing a rule mid-year, but was supportive of the rationale of the committee to stay aligned with US Fencing.

11. NCAA Women’s Gymnastics annual meeting and comment period reports. The panel reviewed and approved one proposal submitted by the NCAA Women’s Gymnastics Committee recommending a reduction of the start value of two twisting vaults from 10.0 to 9.95.

12. NCAA Football Rules Committee teleconference report. The panel reviewed a recommendation from the Football Rules Committee to allow the Ivy League to use an experimental rule. The rule deals with kickoffs and moves the kick spot to the 40-yard line (from the 35-yard line) and adjusts the touchback spot to the 20-yard line (from the 25-yard line). The rules committee stipulated that this experiment would only be allowed for Ivy League games. This proposal was also supported by the Division I Football Oversight Committee. The rules committee’s request to allow this experimentation was approved.

13. Adjournment. The teleconference was adjourned at 12:20 p.m. Eastern time.

Committee Chair: Jon Steinbrecher, Mid-American Conference
Staff Liaison(s): Ben Brownlee, Championships and Alliances, Playing Rules and Officiating
Dan Calandro, Championships and Alliances, Playing Rules and Officiating
Ashlee Ferguson, Championships and Alliances, Playing Rules and Officiating
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Emily Parkins, Championships and Alliances, Playing Rules and Officiating
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<td>Bob Podkaminer.</td>
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<tr>
<td>Greg Johnson, Communications.</td>
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<td>Matt Maginnis, Championships and Alliances.</td>
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<td>Ron Prettyman, Championships and Alliances.</td>
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INFORMATIONAL ITEMS.

- **NCAA Women’s Bowling Committee rules proposals.** The panel reviewed and approved three proposals from the Women’s Bowling Committee. The three proposals were initially proposed by the committee during its annual meeting but were withdrawn from consideration after reviewing the results of the comment period. The committee made modifications to the three proposals and sent them back out for comment, before ultimately forwarding them to the panel for consideration. The proposals included (1) mandating that the distance shape and volume of the oil pattern be forwarded to competing teams at least ten days before competition, (2) mandating that the competition schedule be forwarded to competing teams at least ten days before competition and (3) a rule stating that if a team competes in more than one match against the same school on the same day of play, three matches shall count against that school.

**Committee Chair:** Jon Steinbrecher, Mid-American Conference  
**Staff Liaison(s):** Ben Brownlee, Championships and Alliances, Playing Rules and Officiating  
Dan Calandro, Championships and Alliances, Playing Rules and Officiating  
Ashlee Ferguson, Championships and Alliances, Playing Rules and Officiating  
Ty Halpin, Championships and Alliances, Playing Rules and Officiating  
Emily Parkins, Championships and Alliances, Playing Rules and Officiating  
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REPORT OF THE
NCAA PLAYING RULES OVERSIGHT PANEL
AUGUST 17, 2016, TELECONFERENCE

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. Welcome and announcements. The chair welcomed those on the call and thanked them for their time.

2. Duties and conflict of interest. The panel briefly reviewed its duties and the NCAA conflict of interest policy.

3. Review of July 20, 2016 teleconference and July 29 email conference reports. The panel approved the July 20 teleconference and July 29 email conference reports as written.

4. NCAA Baseball Rules Committee annual meeting and comment period reports. The panel reviewed the NCAA Baseball Rules Committee’s annual meeting report and approved 25 of the 26 proposed rules changes. Items of note included the approval of the use of video instant replay during the regular season and stricter requirements on baseball bats. Additionally, in an attempt to prevent confusion by umpires and baserunners, the panel approved a proposal that provides a clearer definition of the windup position for pitchers.

5. NCAA National Collegiate and Division III Men’s Volleyball Committee reports. The panel reviewed the committee annual reports for the NCAA National Collegiate and Division III Men’s Volleyball Committees. The panel approved that the two divisions of men’s volleyball will compete using one modification document. There were no proposed rules modifications by the committees.

6. Secretary-rules editor term limit overview and term extension request. The panel reviewed two reports prepared by staff. The first report detailed the secretary-rules editor term limit bylaws and outlined the occasions that the panel has extended past the legislated eight-year limit (two, four-year terms). The sense of the panel was that the legislated eight-year limit was appropriate when combined with the opportunity for a third term to be awarded in extenuating circumstances. The panel also reviewed two situations (ice hockey and football) where, due to a staff error regarding the term expiration dates, searches had not been conducted for new secretary-rules editors even though the current terms expire August 31, 2016. The panel approved the staff’s request to extend the terms through the
end of the season (for football - February 28, 2017; and ice hockey - April 28, 2017) to allow these positions to be posted and a search conducted for a replacement. The panel expects an update from the rules committees in these sports during a future meeting and will take further action at that time.

7. Future teleconferences. The panel was reminded of the upcoming teleconference scheduled for September 13.

8. Other business. The panel noted that Shelley Appelbaum’s term ends August 31. The panel recognized and thanked her for her hard work and contributions to the panel.

9. Adjournment. The teleconference was adjourned at 11:40 a.m. Eastern time.

Committee Chair: Jon Steinbrecher, Mid-American Conference
Staff Liaison(s): Ben Brownlee, Championships and Alliances, Playing Rules and Officiating
               Dan Calandro, Championships and Alliances, Playing Rules and Officiating
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<td>Noreen Morris, Northeast Conference.</td>
</tr>
<tr>
<td>Lynn Oberbillig, Smith College; New England Women's and Men's Athletic Conference.</td>
</tr>
<tr>
<td>Jon Steinbrecher, Mid-American Conference.</td>
</tr>
<tr>
<td>Douglas Zipp, Shenandoah University; Old Dominion Athletic Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Absentees:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pat Britz, South Atlantic Conference.</td>
</tr>
<tr>
<td>Derita Ratcliffe, University of Alabama at Birmingham; Conference USA.</td>
</tr>
<tr>
<td>Larry Scott, Pac-12 Conference.</td>
</tr>
<tr>
<td>Kevin White, Truman State University; Great Lakes Valley Conference.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Guests in Attendance:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris Schneider, Big East Conference</td>
</tr>
</tbody>
</table>
### NCAA Staff Support in Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Calandro</td>
<td>Championships and Alliances</td>
</tr>
<tr>
<td>Ben Brownlee</td>
<td>Championships and Alliances</td>
</tr>
<tr>
<td>Ashlee Ferguson</td>
<td>Championships and Alliances</td>
</tr>
<tr>
<td>Ty Halpin</td>
<td>Championships and Alliances</td>
</tr>
<tr>
<td>Emily Parkins</td>
<td>Championships and Alliances</td>
</tr>
<tr>
<td>Rachel Seewald</td>
<td>Championships and Alliances</td>
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</tbody>
</table>

### Other NCAA Staff Members in Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greg Johnson</td>
<td>Communications</td>
</tr>
<tr>
<td>Matt Maginnis</td>
<td>Championships and Alliances</td>
</tr>
<tr>
<td>Ron Prettyman</td>
<td>Championships and Alliances</td>
</tr>
</tbody>
</table>
ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
   - None.

INFORMATIONAL ITEMS.

1. Previous meeting report. The committee approved the report from the May 5-6, 2016, Postgraduate Scholarship Committee meeting.

2. Conference call with regional committee chairs. The committee and chairs had a healthy discussion with regard to increasing the visibility of the scholarship and scholarship winners to the membership and the public. The committee chairs discussed various ways to collect qualitative data to demonstrate how invaluable the funds are to the scholarship recipients. The committees decided to continue the discussion and develop a method(s) for increased visibility approved by the end of the 2016-17 academic year.

3. Review of correspondence sent to the committee.
   a. The committee considered an extension request for Mr. Michael Hedgepath a 2011-12 awardee. The committee denied his extension request due to the scholarship expiring in 2015.

   b. The committee considered an extension request for Mr. Alexander Longi, a 2013-14 awardee. The committee granted an extension to allow Mr. Longi to pursue a Masters of Business Administration degree, provided he is enrolled by August 2018.

   c. The committee considered an extension request for Mr. Jeff Locke, a 2012-13 awardee. The committee granted an extension to allow Mr. Locke to pursue a Masters of Business Administration degree, provided he is enrolled by August 2017.
d. The committee considered an extension request for Ms. Alicia Nelson, a 2012-13 awardee. The committee granted an extension to allow Ms. Nelson to pursue a graduate degree, provided she is enrolled by August 2017.


5. Future of the scholarship. The committee will consider changes to the scholarship to improve its success by demonstrating the program’s validity. The committee is considering removing the deferral option to improve utilization and gather improved data on the recipients’ progress towards graduation.

6. Review of nominations. The committee reviewed 96 winter sports nominations (41 men and 55 women). The committee awarded 29 postgraduate scholarships for men’s sports and 29 postgraduate scholarships for women’s sports.

Committee Chair: Rich Loosbrook, Adams State University, Rocky Mountain Athletic Conference

Staff Liaisons: Jeff O’Barr, Administrative Services, Accounting
Lori Thomas, Administrative Services, Accounting

<table>
<thead>
<tr>
<th>NCAA Postgraduate Scholarship</th>
<th>July 11-12, 2016, Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attendees:</strong></td>
<td></td>
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<tr>
<td>Bert Carter, Sunbelt Conference.</td>
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<tr>
<td>Gail Cummings-Danson, Skidmore College, Liberty League.</td>
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<tr>
<td>Rich Loosbrook, Adams State University, Rocky Mountain Conference.</td>
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<tr>
<td>Neil Norton, Creighton University, Big East Conference.</td>
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<tr>
<td>Kimberly Ross-Watkins, Morgan State University, Mid-Eastern Athletic Conference.</td>
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<tr>
<td>Mattie White, Indiana University, Big Ten Conference.</td>
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<tr>
<td><strong>Absentees:</strong></td>
<td></td>
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<tr>
<td>Samantha Mitchell, The Ohio State University Big Ten Conference.</td>
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<tr>
<td><strong>Guests in Attendance:</strong></td>
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<tr>
<td>None.</td>
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<tr>
<td><strong>NCAA Staff Support in Attendance:</strong></td>
<td></td>
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<tr>
<td>Lori Thomas</td>
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<tr>
<td><strong>Other NCAA Staff Members in Attendance:</strong></td>
<td></td>
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<tr>
<td>None.</td>
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</tbody>
</table>
Good morning:

An email blast regarding registering for the 2017 NCAA Convention in Nashville, Tennessee will be sent Monday, September 12. Please keep in mind that, as a member of the Division III Management Council, you must register by October 11 to obtain the early bird registration fee and to reserve your hotel room, both of which are paid for by the NCAA.

There are a couple of things you must do in order to be recognized as a "Management Council" member.

1. When you click on the link to register, please make sure that you select Division III as your division. Please select ‘Committee’ as your choice when the next screen appears, after which you will enter the password: 2017committee. Please do not share this password with other institutional members, as it is for our Management Council members only. Once you enter the password, please proceed to enter all information as requested by the system.

   **Included with your Convention registration:**

   - Delegates Reception, 6 to 7:30 p.m., Thursday, January 19.
   - Association Luncheon, 11:30 a.m. to 1 p.m., Friday, January 20. [Note: This will be held in place of the Keynote Luncheon, which was previously held on Thursday of Convention week].
   - Delegates breakfasts, 7 to 8 a.m., Friday, January 20 and Saturday, January 21.

   **All special event tickets must be purchased by you and will not be reimbursed by the NCAA** (e.g., the Honors Celebration). The date has been changed to Wednesday, January 18 from 6 to 9 p.m. and tickets are $20.

2. Please note that room reservations will be accepted ONLY through the online system. As a member of the Division III Management Council, your room and tax for Tuesday, January 17, through Saturday, January 21, will be charged to the NCAA master account. I will not be sending a separate room-reservation form later so please make your room reservations when you register.

   [NOTE: All Council members are expected to depart Saturday afternoon/evening. If you plan on staying Saturday night, you need to receive prior approval.]

3. Your travel is in the Short’s Travel Portal. No later than October 15, please schedule your flight by calling the toll-free number at 866/655-9215. Your flight to and from Nashville, Tennessee will be charged to the NCAA master account.

4. As you are making your reservations, please note that most of you will need to be in Nashville no later than Tuesday, January 17, as our Management Council meeting begins bright and early Wednesday morning, January 18. The business session is scheduled for Saturday, January 21, and if you are not a departing member of the Council, our post-Convention Management Council meeting is scheduled for Saturday early afternoon.

Please register for Convention as soon as possible, especially if you are interested in attending the special events.

If you should have any additional questions, please let me know.

Thank you!

Debbie
<table>
<thead>
<tr>
<th>TIME</th>
<th>DIVISION III</th>
<th>ASSOCIATION-WIDE</th>
<th>ROOM LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday, January 17</strong></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>7:30 a.m. to 10 p.m.</td>
<td>SAAC Meeting</td>
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<td></td>
<td>[Must be a member of this committee to attend]</td>
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<tr>
<td><strong>Wednesday, January 18</strong></td>
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<tr>
<td>7:30 a.m. to 5 p.m.</td>
<td>SAAC Meeting</td>
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<td></td>
<td>[Must be a member of this committee to attend]</td>
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<tr>
<td>8 a.m. to 3 p.m.</td>
<td>Management Council</td>
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<tr>
<td></td>
<td>[Must be a member of this committee to attend]</td>
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<tr>
<td>10 a.m. to 5 p.m.</td>
<td>Workshop Sessions (4 Sessions)</td>
<td></td>
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<tr>
<td>8 a.m. to 4 p.m.</td>
<td>ADR Institute [Invitation Only]</td>
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<tr>
<td>3 to 5:30 p.m.</td>
<td>Division III Student Immersion Program Welcome</td>
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<tr>
<td></td>
<td>[Invitation Only]</td>
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<tr>
<td>4:30 to 5:30 p.m.</td>
<td>Commissioners Association Meeting</td>
<td></td>
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<tr>
<td>6 to 9 p.m.</td>
<td>Honors Celebration</td>
<td></td>
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<tr>
<td><strong>Thursday, January 19</strong></td>
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<tr>
<td>7:30 to 9 a.m.</td>
<td>PC/MC/SAAC Breakfast</td>
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<td></td>
<td>[Must be a member of these committees to attend]</td>
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<tr>
<td>7:30-8:30 a.m.</td>
<td>Division III Student Immersion Program Breakfast</td>
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<tr>
<td></td>
<td>[Invitation Only]</td>
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<tr>
<td>8 a.m. to 9:30 a.m.</td>
<td>Commissioners Association Meeting</td>
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<tr>
<td>8 a.m. to noon</td>
<td>ADR Institute [Invitation Only]</td>
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<tr>
<td>8 a.m. to 4 p.m.</td>
<td>Division III Education Session – Role of SWA</td>
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<tr>
<td>8:30 to 9:30 a.m.</td>
<td>Association-Wide Programming</td>
<td></td>
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<tr>
<td>9:15 to 11:15 a.m.</td>
<td>Division III Presidents Council Meeting</td>
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<td></td>
<td>[Must be a member of this committee to attend]</td>
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<tr>
<td>9:45 to 11:15 a.m.</td>
<td>Division III Education Session – Conducting a Successful Search</td>
<td>Association-Wide Programming</td>
<td></td>
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<tr>
<td>11:30 a.m. to 1 p.m.</td>
<td>SAAC Luncheon with Division III Student Attendees</td>
<td></td>
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<tr>
<td>11:30 a.m. to 1 p.m.</td>
<td>Division III Chancellors/Presidents Forum and Luncheon</td>
<td></td>
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<tr>
<td>11:45 a.m. to 1 p.m.</td>
<td>ADR Luncheon [open to all ADRs, including ADR Institute]</td>
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<tr>
<td>1 to 2:15 p.m.</td>
<td>Special Olympics Unified Sports Activity</td>
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<tr>
<td>1:15 to 2:15 p.m.</td>
<td>Association-Wide Programming – Sexual Assault</td>
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<tr>
<td>TIME</td>
<td>DIVISION III</td>
<td>ASSOCIATION-WIDE</td>
<td>ROOM LOCATION</td>
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<tr>
<td>Thursday, January 19 continued…</td>
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</tr>
<tr>
<td>2:30 to 4 p.m.</td>
<td>Division III Student Immersion Program</td>
<td>Association-Wide Programming - Social Justice Issues</td>
<td></td>
</tr>
<tr>
<td>2:30 to 4 p.m.</td>
<td>Division III New AD Meet &amp; Greet</td>
<td></td>
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<tr>
<td>2:30 to 4 p.m.</td>
<td>[NADIIAA Division III Education Session]</td>
<td>Association-Wide Programming</td>
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<tr>
<td>4:30 to 6 p.m.</td>
<td>ADR Reception</td>
<td>State of the Association and Business Session</td>
<td>[Doors open at 4:15 p.m.]</td>
</tr>
<tr>
<td>6 to 7 p.m.</td>
<td>Delegates Reception</td>
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<tr>
<td>6 to 7:30 p.m.</td>
<td>Division III Student Social Mixer with National SAAC</td>
<td></td>
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<tr>
<td>Friday, January 20</td>
<td></td>
<td></td>
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<tr>
<td>7 to 8 a.m.</td>
<td>Division III Delegate Breakfast</td>
<td></td>
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<tr>
<td>8 to 11 a.m.</td>
<td>Division III Issues Forum</td>
<td></td>
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<tr>
<td>11:30 to 1 p.m.</td>
<td>SAAC Meeting [Must be a member of this committee to attend]</td>
<td>Association Luncheon</td>
<td></td>
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<tr>
<td>1 to 2 p.m.</td>
<td>Conference Meetings [SAAC can attend beginning at 2 p.m.]</td>
<td></td>
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<tr>
<td>1 to 5:30 p.m.</td>
<td>Division III Provisional &amp; Reclassifying Educational Session</td>
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<tr>
<td>6 to 7:30 p.m.</td>
<td>Division III SWA Reception</td>
<td></td>
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<tr>
<td>7 to 8:30 p.m.</td>
<td>Division III Diversity Grants Reunion</td>
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<tr>
<td>6 to 7 p.m.</td>
<td>Presidents &amp; Chancellors Reception</td>
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<tr>
<td>6 to 7 p.m.</td>
<td>FARA Reception</td>
<td></td>
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<tr>
<td>Saturday, January 21</td>
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<td></td>
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<tr>
<td>6:45 to 7:45 a.m.</td>
<td>SAAC Meeting [Must be a member of this committee to attend]</td>
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</tr>
<tr>
<td>7 to 8 a.m.</td>
<td>Division III Delegates Breakfast</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 to 11 a.m.</td>
<td>Division III Business Session</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 a.m. to noon</td>
<td>Division III Student Immersion Program Debrief and Luncheon</td>
<td></td>
<td></td>
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<tr>
<td>11 a.m. to 1 p.m.</td>
<td>NADIIAA Reception</td>
<td></td>
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<tr>
<td>12 to 2 p.m.</td>
<td>Division III Post-Convention Management Council Meeting [Must be a member of this committee to attend]</td>
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</table>
October 2016 Management Council
Convention Legislation for 2017 Convention

This chart will serve two purposes during the October NCAA Division III Management Council (MC) meeting:

1. It details the feedback on positions from various committees which were assigned to review the proposals sponsored by the membership. The Management Council should use the committee feedback to develop the Council’s official position on the membership sponsored proposals. For those proposals previously identified as presidential proposals, a majority vote of the Management Council (present and voting) is required to recommend that the NCAA Division III Presidents Council (PC) support or oppose a specific legislative proposal sponsored by the membership.

2. It details the tentative speaker assignments for all proposals that will be voted upon during the business session at the 2017 NCAA Convention. The assignments are tentative and the Council members should verify their willingness to speak the governance structure’s official position on the assigned proposal. If a Council member chooses not to speak on the proposal assigned, another member will be chosen.

<table>
<thead>
<tr>
<th>NCAA MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP</th>
<th>INDEPENDENT MEDICAL CARE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Intent:</strong> To specify that an active member institution shall: (1) 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; and (2) designate an athletics healthcare administrator to oversee the institution's athletic health care administration and delivery.</td>
<td><strong>Proposed Speakers:</strong></td>
</tr>
<tr>
<td><strong>Source:</strong> NCAA Division III Presidents Council [Management Council (Committee on Competitive Safeguards and Medical Aspects of Sports)].</td>
<td>PC (move and support) - Jay Lemons</td>
</tr>
<tr>
<td><strong>Effective Date:</strong> August 1, 2017.</td>
<td>PC (support) - Tori Murden McClure</td>
</tr>
</tbody>
</table>

**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 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 integrated sports medicine and athletic training services. Specifically, this proposal addresses the issue of medical providers at institutions having unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. Further, the administrative structure should ensure that no coach serve as the sole supervisor for any medical provider, nor have sole hiring, retention, and dismissal authority over that provider. This is an issue facing institutions that directly impacts the health and well-being of student-athletes and this proposal will help ensure that appropriate medical care controls and authority exist.
**ELIGIBILITY -- GRADUATE AND POSTBACCALAUREATE TRANSFERS**

**Intent:** To permit a graduate student to participate in intercollegiate athletics at the institution of his or her choice.

**Source:** Wisconsin Intercollegiate Athletic Conference.

**Effective Date:** August 1, 2017.

**Rationale:** Current legislation permits a graduate or postbaccalaureate student to participate only at the institution from which the student-athlete received his or her undergraduate degree. This legislation is overly restrictive in that it prohibits student-athletes who have already achieved the primary goal of collegiate enrollment (i.e., the attainment of an undergraduate degree) from continuing to pursue athletics endeavors while simultaneously progressing toward a postgraduate degree and the ultimate fulfillment of their academic and career goals. Currently, student-athletes on the verge of earning a baccalaureate degree with both seasons of participation and terms of attendance remaining must either delay graduation or potentially enroll in a graduate program that is not consistent with their career aspirations in order to continue their athletics participation.

**Proposed Speakers:**
- PC - Jeffrey Docking
- PC - Sharon Hirsh
- MC - Nnenna Akotaobi
- MC - Gerald Young

**Committee Position:**

**Subcommittee for Legislative Relief:** The subcommittee did not recommend a position for this proposal. Rather, the subcommittee recognized arguments both in support of and in opposition to the proposal, which included the following: (1) The proposed change would provide student-athletes an opportunity to continue their education while simultaneously pursuing athletic opportunities at other institutions; (2) The Division III philosophy statement focuses on intercollegiate athletics as a four-year undergraduate experience; and (3) The proposal could potentially create a competitive advantage for institutions with graduate programs.

**ILC:** The committee recommends a position of support for this proposal. The committee agreed this proposal would allow student-athletes to make academic and athletic choices that are in their best interests. The committee also recognized that a student-athlete who has already earned his or her degree should not be restricted to stay at the same institution to further his or her education. Additionally, the committee expressed the following concerns with the proposal: (1) lack of accountability to ensure student-athletes complete a second baccalaureate or graduate degree; (2) institutions without graduate programs may be at a disadvantage compared to institution with graduate programs; and (3) teams may use the rule as a loophole to stack rosters with talented graduate transfers.
FINANCIAL AID FROM OUTSIDE SOURCES THAT CONSIDER ATHLETICS LEADERSHIP, ABILITY, PARTICIPATION OR PERFORMANCE -- RESTRICTION ON RECIPIENT'S CHOICE OF INSTITUTIONS

**Intent:** To amend the limitations of outside financial aid awards to preclude the donor of an outside aid award that considers athletics leadership, ability, participation or performance from restricting the recipient to attend a specific institution.

**Source:** NCAA Division III Presidents Council [Management Council (Financial Aid Committee)].

**Effective Date:** August 1, 2017.

**Rationale:** Current legislation allows Division III student-athletes to receive a financial aid award from an outside source that considers athletics leadership, ability, participation or performance, provided a variety of conditions are met. One of those conditions precludes the student-athlete's choice of institutions from being restricted, in any way, by the donor of the aid. This requirement precludes a student-athlete from receiving such an award that must be used within the student-athlete's home state or even within Division III. Amending that requirement to allow these outside awards, as long as the student-athlete is not restricted to attend a single institution allows student-athletes additional flexibility to receive outside awards without subverting the integrity of the outside aid legislation.

**Proposed Speakers:**
- PC (move and support) - Tori Haring-Smith
- MC (support) - Terry Wansart
### PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- STANDARDIZATION OF ANNUAL CONTEST AND DATE OF COMPETITION EXEMPTIONS

**Intent:** To standardize annual contest and date of competition exemptions. Specifically, to allow each sport to exempt participation in the following: (1) conference championship; (2) season-ending tournament; and (3) two scrimmages, exhibitions or joint practices. Additionally, to allow the two scrimmages, exhibitions or joint practices to occur prior to the first permissible contest date in all sports other than wrestling.

**Source:** NCAA Division III Management Council.

**Effective Date:** August 1, 2017.

**Rationale:** Current annual contest and date of competition exemptions vary dramatically from one sport to the next, which creates an administrative burden for institutional staff charged with overseeing compliance with playing seasons legislation. Allowing each sport to continue to exempt conference and season-ending championship (e.g., NCAA championship) participation would maintain the most commonly used annual exemptions. Eliminating all other annual and sport-specific exemptions while permitting each sport to exempt two scrimmages, exhibitions or joint practices would standardize contest and date of competition exemptions across sports, without negatively impacting the sports that use those current exemptions. Sports with a nontraditional segment would continue to be permitted to exempt an alumni contest occurring during the nontraditional segment; the alumni contest would be the only exemption permitted during the nontraditional segment and those institutions would be required to count the alumni contest as one of their two scrimmages, exhibitions or joint practices. Lastly, allowing the scrimmages, exhibitions or joint practices to occur prior to the first contest date allows institutions to use those competitions as preparation for the regular season. Wrestling would continue to be precluded from competing prior to its first permissible contest date based on the rationale for Proposal 2011-12.

**Proposed Speakers:**
- MC (move and support) - Chris Ragsdale
- MC (support) - Dennis Leighton
PLAYING AND PRACTICE SEASONS -- FIELD HOCKEY AND LACROSSE -- PRESEASON JOINT PRACTICE, SCRIMMAGE OR EXHIBITION -- EXEMPTION FROM MAXIMUM CONTEST AND DATE OF COMPETITION LIMITATIONS

**Intent:** To allow field hockey and lacrosse teams to conduct an exempted scrimmage, exhibition or joint practice with outside competition prior to the first permissible contest or date of competition.

**Source:** Middle Atlantic Conferences and Empire 8.

**Effective Date:** August 1, 2017.

**Rationale:** At the 2015 Convention, the membership adopted Proposal 2015-13, which established an exempted preseason scrimmage, exhibition or joint practice in the sports of soccer and women's volleyball. Because the conference sponsor of Proposal 2015-13 does not sponsor lacrosse or field hockey, neither of those two sports were included in the proposal. Field hockey and lacrosse are very similar to soccer and should be treated in the same fashion. Thus, field hockey and lacrosse should be afforded the opportunity for a preseason exemption that is already available to soccer. This proposal creates consistency between similar sports, which will ease administrative and tracking burden on institutional campuses.

**Proposed Speakers:**
MC - Terry Small

**Committee Position:**
Championships Committee: The committee recommends a position of support based on the rationale for support from the Field Hockey, Men’s Lacrosse and Women’s Lacrosse Committees.

Field Hockey: The committee recommends a position of support for this proposal. Having more opportunities for practice competition provides a greater opportunity for success and a more positive experience for student-athletes. Fall sports have fewer opportunities to prepare than winter and spring sports. Further, field hockey is similar to both soccer and lacrosse, and consistency amongst the three sports would ease compliance burden on campus.

Men’s Lacrosse: The committee recommends a position of support for this proposal. Men’s lacrosse is similar to soccer and should be treated in the same fashion. This proposal creates consistency between similar sports which would ease compliance burden on campus.

Women’s Lacrosse: The committee recommends a position of support for this proposal. This proposal creates consistency between similar sports and creates opportunities for student-athletes.

Playing and Practice Seasons Subcommittee: The subcommittee recommends a position of support for this proposal. The subcommittee agreed that field hockey and lacrosse are similar, in nature, to soccer and should be treated in the same fashion. Because this proposal would create consistency between similar sports, the proposal would ease the administrative and tracking burden on campuses.
PLAYING AND PRACTICE SEASONS -- GENERAL PLAYING SEASON REGULATIONS -- REQUIRED DAY OFF FOR TRACK AND FIELD INDOOR/OUTDOOR AND SWIMMING AND DIVING

| **Intent:** To eliminate the requirement that the mandatory day off for track and field and swimming and diving programs be the same day for every student-athlete. |
| **Source:** Minnesota Intercollegiate Athletic Conference and Heartland Collegiate Athletic Conference. |
| **Effective Date:** Immediate. |

**Rationale:** Currently, the required day off must apply to each team as a whole. Division III indoor and outdoor track and field and swimming and diving teams have difficulty accommodating the number of different disciplines within the sports and the distinct training regimens amongst those disciplines. A number of variables go into planning practices and athletically related activities for these two sports. Allowing institutions flexibility to schedule athletically related activities independently for each student-athlete will minimize challenges such as limited facility availability, staffing concerns, and student-athlete class schedule conflicts without increasing the time demands on individual student-athletes. Additional flexibility to accommodate each student-athlete's individual schedule and training requirements will also prevent injuries. An immediate effective date will allow institutions to take advantage of more appropriate scheduling practices during the spring of 2017.

**Proposed Speakers:**
MC - Frank Millerick

**Committee Position:**
Championships Committee: The committee recommends a position of support for this proposal based on the rationale for support from the Track & Field and Swimming & Diving Committees.

Track & Field: The committee recommends a position of support for this proposal. While institutions could benefit from additional information regarding how administrators and coaches will track days off for each student-athlete, the flexibility afforded by this proposal would undoubtedly help student-athletes receive better training and attention from coaches.

Swimming & Diving: The committee recommends a position of support for this proposal. While institutions could benefit from additional information regarding how administrators and coaches will ensure compliance with the day off legislation, this proposal would undoubtedly help student-athletes receive better training and attention from coaches.

Playing and Practice Seasons Subcommittee: The subcommittee recommends a position of opposition to this proposal. The subcommittee noted concerns with monitoring days off for each individual student-athlete as well as concerns for the work-life balance of coaches and athletic trainers. Additionally, the subcommittee agreed that the proposal could impose additional facility and scheduling concerns at institutions where facility usage is already at a premium. Lastly, while the subcommittee acknowledged the potential physiological and training benefits associated with allowing the day off to apply to each individual student-athlete, the subcommittee agreed that those benefits would apply across all sports and should not be isolated to the two sports identified in the proposal.
### RECRUITING -- TRYOUTS AND CAMPS AND CLINICS -- DEREGULATING CAMPS AND CLINICS

**Intent:** To deregulate the tryout events and camps and clinics legislation to allow institutions to host or conduct events involving prospective student-athletes, provided those events are: (1) open to the general public; and (2) do not offer free or reduced admission to prospective student-athletes.

**Source:** North Coast Athletic Conference and Middle Atlantic Conferences.

**Effective Date:** Immediate.

**Rationale:**
Camps and clinics provide benefits to institutions and conveniences to prospective student-athletes; they are one of the most effective recruiting tools for any institution. Additionally, athletics departments and athletics staff can realize revenue and income from these events. Much confusion exists surrounding the application of the existing legislation and the nuances in the legislation do little to minimize recruiting advantages or demand on prospective student-athletes. This proposal would allow for instruction, practice-type activities and competition amongst prospective student-athletes without the unnecessary restrictions that exist in the current legislation. This proposal would continue to require that events involving prospective student-athletes are open to the general public and could not offer free or reduced admission to prospective student-athletes. Additionally, institution-hosted events would continue to be precluded from offering recruiting or scouting services. Maintaining those limited restrictions while eliminating all other existing criteria related to camps and clinics will make it easier for institutions to productively host events involving prospective student-athletes without opening the door for abuse. An immediate effective date will allow institutions to take advantage of the more reasonable restrictions beginning in 2017.

**Proposed Speakers:**
- MC - Shantey Hill
- MC - Kate Roy

**Committee Position:**
ILC: The committee recommends a position of support for this proposal. The committee agreed that the current legislation burdens institutions to vet outside organizations prior to renting out institutional facilities and that many prospective student-athletes attend camps for recruiting purposes. The committee also recognized that this proposal would allow coaches to make additional income.
### MEMBERSHIP -- PROVISIONAL OR RECLASSIFYING MEMBERSHIP -- CLASS SIZE AND ASSIGNMENT -- PROVISIONAL PROGRAM SIZE LIMIT

<table>
<thead>
<tr>
<th><strong>Intent:</strong></th>
<th>To limit the total number of participants in the provisional or reclassifying membership program to not more than 12 institutions.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Source:</strong></td>
<td>NCAA Division III Management Council (Membership Committee).</td>
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<tr>
<td><strong>Effective Date:</strong></td>
<td>August 1, 2017.</td>
</tr>
<tr>
<td><strong>Rationale:</strong></td>
<td>Setting a maximum limit on the number of institutions in the provisional or reclassifying membership process will improve the quality of attention and service provided to each participating institution. Limiting the number of institutions in the process to 12 will allow each institution to have an experienced mentor by allowing new membership committee members the opportunity to spend one year on the committee before being assigned to mentor an institution in the provisional program. The change also eliminates the need to average class sizes at four per year if, at any time, a waiver for more than four institutions is granted. Participant institutions in the exploratory year would not be included in calculations of the limit. A waiver of the class or program limits would still be available in special circumstances.</td>
</tr>
</tbody>
</table>

| **Proposed Speakers:** | MC (move and support) - Chris Kimball |

---
**LEGISLATIVE AUTHORITY AND PROCESS -- AMENDMENT PROCESS -- RECONSIDERATION -- ELIMINATE WINDOW OF RECONSIDERATION AND PROHIBIT ADDITIONAL RECONSIDERATION**

**Intent:** To eliminate the opportunity to reconsider an amendment following confirmation of an affirmative or negative vote on that amendment by the presiding officer.

**Source:** Minnesota Intercollegiate Athletic Conference and Southern California Intercollegiate Athletic Conference.

**Effective Date:** August 1, 2017.

**Rationale:** The window of reconsideration for items just debated and voted on is unnecessary. Voting delegates have ample time to research and determine their institutional opinion, debate the merits, and cast informed final votes on proposals. Allowing any additional opportunity to discuss and revote on a previously decided proposal is superfluous. The window of reconsideration provides opportunities for unethical voting. Many delegates may depart after an initial vote on Convention proposals; as a result, a delegate could strategically vote on the prevailing side of a proposal with the intent to use the window of reconsideration to take advantage of the change in the composition of the room and reverse the outcome on the proposal. Removing the window of reconsideration and any additional opportunity to request a revote will be a positive change and will streamline the business session at Convention.

**Proposed Speakers:**
- MC - Brit Katz
- MC - Troy VanAken

**Committee Position:**
- ILC: The committee recommends a position of support for this proposal. The committee agreed that the window of reconsideration is unnecessary given the amount of time institutions have to prepare for the initial vote, and that reconsideration votes often do not accurately represent the division’s interests because some delegates depart before those votes are cast.
Administrative Regulations – The NCAA Division III Management Council is empowered to adopt or revise administrative regulations consistent with the provisions of the constitution and bylaws, subject to amendment by the NCAA Division III membership, for the implementation of policy established by legislation governing the general activities of each division. These administrative bylaws become part of the NCAA Division III legislation and are considered adopted when approved in legislative format by the management council. They are not required to be ratified at the annual Convention business session.

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 III legislation.
- Proposal numbers for proposals with a status of “Ready for Consideration by Management Council” are tentative, pending approval by the Management Council.

<table>
<thead>
<tr>
<th>Proposal Number</th>
<th>Title</th>
<th>Status</th>
<th>Source</th>
<th>Effective Date</th>
<th>Intent</th>
<th>Budget Impact</th>
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<tbody>
<tr>
<td>ADM-2017-1</td>
<td>EXECUTIVE REGULATIONS -- SELECTION OF TEAMS AND INDIVIDUALS FOR CHAMPIONSHIPS PARTICIPATION -- ADDITION OF NONCONFERENCE STRENGTH OF SCHEDULE TO SECONDARY SELECTION CRITERIA</td>
<td>Ready for Consideration by Management Council</td>
<td>NCAA Division III Management Council (Championships Committee)</td>
<td>08/01/2017</td>
<td>To add nonconference strength of schedule as a secondary selection criterion when determining the championship field.</td>
<td>None.</td>
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<tr>
<td>Proposal Number</td>
<td>Title</td>
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<tr>
<td>ADM-2017-2</td>
<td>EXECUTIVE REGULATIONS -- SELECTION OF TEAMS AND INDIVIDUALS FOR CHAMPIONSHIPS PARTICIPATION -- RESULTS VERSUS RANKED OPPONENTS MAY BE CONSIDERED FROM BOTH FINAL RANKING AND PRECEDING RANKING</td>
<td>Ready for Consideration by Management Council</td>
<td>NCAA Division III Management Council (Championships Committee).</td>
<td>08/01/2017</td>
<td>To specify that, as part of the primary selection criteria, all teams established as ranked from the final ranking and the preceding ranking may be considered when determining results versus ranked opponents.</td>
<td>None.</td>
</tr>
<tr>
<td>ADM-2017-3</td>
<td>ENFORCEMENT POLICIES AND PROCEDURES -- NOTICE OF ALLEGATIONS -- REQUIRING SUBMISSION OF WRITTEN MATERIAL 30 DAYS PRIOR TO HEARING</td>
<td>Ready for Consideration by Management Council</td>
<td>NCAA Division III Management Council (Committee on Infractions).</td>
<td>Immediate</td>
<td>To establish the deadline for receipt of written material to be considered by the NCAA Committee on Infractions as 30 days prior to the date of a hearing.</td>
<td>None.</td>
</tr>
</tbody>
</table>
Title: EXECUTIVE REGULATIONS -- SELECTION OF TEAMS AND INDIVIDUALS FOR CHAMPIONSHIPS PARTICIPATION -- ADDITION OF NONCONFERENCE STRENGTH OF SCHEDULE TO SECONDARY SELECTION CRITERIA

Convention Year: 2017

Effective Date: August 1, 2017

Proposal Number: ADM-2017-1

Source: NCAA Division III Management Council (Championships Committee).

Category: Administrative Regulation

Topical Area: Executive Regulations

Status: Ready for Consideration by Management Council

Intent: To add nonconference strength of schedule as a secondary selection criterion when determining the championship field.

Bylaws: Amend 31.3.4.2.2, as follows:

31.3.4.2.2 Secondary Criteria -- Ranking and Selection.

(a) Non-Division III won-lost percentage;

(b) Results versus common non-Division III opponents; and

(c) Non-Division III strength of schedule.; and

(d) Division III nonconference strength of schedule.

[31.3.4.2.2.1 unchanged.]

Budget Impact: None.

Additional Information:

Review History:

Jul 19, 2016: Approved in Concept - Management Council Supplement No. 5b, Item No. 1c.
Title: EXECUTIVE REGULATIONS -- SELECTION OF TEAMS AND INDIVIDUALS FOR CHAMPIONSHIPS PARTICIPATION -- RESULTS VERSUS RANKED OPPONENTS MAY BE CONSIDERED FROM BOTH FINAL RANKING AND PRECEDING RANKING

Convention Year: 2017

Effective Date: August 1, 2017

Proposal Number: ADM-2017-2

Source: NCAA Division III Management Council (Championships Committee).

Category: Administrative Regulation

Topical Area: Executive Regulations

Status: Ready for Consideration by Management Council

Intent: To specify that, as part of the primary selection criteria, all teams established as ranked from the final ranking and the preceding ranking may be considered when determining results versus ranked opponents.

Bylaws: Amend 31.3.4.2.1, as follows:

31.3.4.2.1 Primary Criteria -- Ranking and Selection (All Contests Leading up to NCAA Championships).

(a) Won-lost percentage against Division III opponents;

(b) Division III head-to-head competition;

(c) Results versus common Division III opponents;

(d) Results versus ranked Division III teams as established by the rankings at the time of selection final ranking and the ranking preceding the final ranking. Conference postseason contests are included;

[31.3.4.2.1-(e) and 31.3.4.2.1-(f) unchanged.]

Budget Impact: None.

Additional Information:

Review History:

Jul 19, 2016: Approved in Concept - Management Council Supplement No. 5b, Item No. 1b.
Title: ENFORCEMENT POLICIES AND PROCEDURES -- NOTICE OF ALLEGATIONS -- REQUIRING SUBMISSION OF WRITTEN MATERIAL 30 DAYS PRIOR TO HEARING

Convention Year: 2017

Effective Date: Immediate

Proposal Number: ADM-2017-3

Source: NCAA Division III Management Council (Committee on Infractions).

Category: Administrative Regulation

Topical Area: Enforcement

Status: Ready for Consideration by Management Council

Intent: To establish the deadline for receipt of written material to be considered by the NCAA Committee on Infractions as 30 days prior to the date of a hearing.

Bylaws: Amend 32.6.8, as follows:

32.6.8 Deadline for Submission of Written Materials. Unless specifically approved by the Committee on Infractions for good cause shown, all written materials to be considered by the committee at the infractions hearing must be received by the committee, enforcement staff and any involved individuals attending the hearing not later than 10 30 days before the date of the hearing. Information may be submitted at the hearing, but is subject to the limitations set forth in Bylaw 32.8.7.4.

Budget Impact: None.

Additional Information:

Review History:

Noncontroversial Proposals - These proposals are considered noncontroversial and necessary in the normal and orderly administration of the Association's legislation. They become effective when approved in legislative format by a three-fourths majority of the NCAA Division III Management Council and are ratified at the annual Convention business session.

Note – in the following proposals:

- Those letters and words that appear in **italics and strikethrough** are to be deleted.
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<tbody>
<tr>
<td>NC-2017-1</td>
<td>COMMITTEES -- COMMON COMMITTEES -- COMMITTEES WITH PLAYING RULES AND CHAMPIONSHIPS ADMINISTRATION RESPONSIBILITES -- MEN'S AND WOMEN'S SKIING COMMITTEE</td>
<td>Ready for Ratification Convention Vote</td>
<td>NCAA Division III Management Council (Championships Committee).</td>
<td>Immediate</td>
<td>To specify that one member of the men's and women's skiing committee shall be selected from the Central skiing region and two members shall be selected at large.</td>
<td>None</td>
</tr>
<tr>
<td>NC-2017-2</td>
<td>ELIGIBILITY -- CRITERIA FOR DETERMINING SEASON OF ELIGIBILITY -- PRACTICE WITH PENDING SUBCOMMITTEE FOR LEGISLATIVE RELIEF WAIVER</td>
<td>Ready for Ratification Convention Vote</td>
<td>NCAA Division III Management Council (Subcommittee for Legislative Relief).</td>
<td>Immediate</td>
<td>To clarify that the existing provision that allows a student to practice while a Division III Subcommittee for Legislative Relief waiver is pending only</td>
<td>None</td>
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<tr>
<td>Proposal Number</td>
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<td>NC-2017-3</td>
<td>AWARDS AND BENEFITS -- COMPETITION WHILE REPRESENTING INSTITUTION ON A FOREIGN TOUR</td>
<td>Ready for Ratification Convention Vote</td>
<td>NCAA Division III Management Council (Interpretations and Legislation Committee).</td>
<td>Immediate</td>
<td>suspends the season of participation legislation and does not permit the student to practice if the student is not otherwise eligible for practice.</td>
<td>None</td>
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<tr>
<td>NC-2017-4</td>
<td>MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- SELF-STUDY GUIDE</td>
<td>Ready for Ratification Convention Vote</td>
<td>NCAA Division III Management Council (Membership Committee).</td>
<td>Immediate</td>
<td>To specify that an institution may provide the cost of round-trip transportation for a student-athlete to travel from campus to the locale of the institutional foreign tour and back to campus even if the student-athlete does not travel with the team on an institutional foreign tour.</td>
<td>None</td>
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<td>Proposal Number</td>
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<tr>
<td>NC-2017-5</td>
<td>MEMBERSHIP -- CONVENTION AND REGIONAL RULES SEMINAR ATTENDANCE -- SATISFYING REGIONAL RULES ATTENDANCE REQUIREMENT WITH DIVISION III CONFERENCE RULES SEMINAR</td>
<td>Ready for Ratification Convention Vote</td>
<td>NCAA Division III Management Council (Membership Committee).</td>
<td>Immediate</td>
<td>To clarify that Division III member institutions may satisfy the Division III Regional Rules Seminar attendance requirement by attending a Division III Conference Rules Seminar.</td>
<td>None</td>
</tr>
<tr>
<td>NC-2017-6</td>
<td>MEMBERSHIP -- CREDIT FOR TIME SERVED IN THE PROVISIONAL OR RECLASSIFYING MEMBERSHIP PERIOD</td>
<td>Ready for Ratification Convention Vote</td>
<td>NCAA Division III Management Council (Membership Committee).</td>
<td>Immediate</td>
<td>To remove the requirement that an institution's previous time in the provisional or reclassifying membership process must be completed within the last 10 years in order to be eligible for a waiver of a portion of the provisional or reclassifying membership period.</td>
<td>None</td>
</tr>
<tr>
<td>NC-2017-7</td>
<td>MEMBERSHIP -- PROVISIONAL OR RECLASSIFYING</td>
<td>Ready for Consideration</td>
<td>NCAA Division III Management Council</td>
<td>Immediate</td>
<td>To clarify that items for consideration during an institution's evaluation are for consideration during an institution's evaluation.</td>
<td>None.</td>
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<tr>
<td>Proposal Number</td>
<td>Title</td>
<td>Status</td>
<td>Source</td>
<td>Effective Date</td>
<td>Intent</td>
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<tr>
<td>MEMBERSHIP -- CLASS SIZE AND ASSIGNMENT - - AMENDING ASSIGNMENT CRITERIA</td>
<td>by Management Council</td>
<td>(Membership Committee).</td>
<td></td>
<td></td>
<td>for acceptance and placement in the provisional/reclassifying membership program are not in priority order. Additionally, to add the provision of athletically related financial aid as an element to be considered during the evaluation process.</td>
<td></td>
</tr>
<tr>
<td>NC-2017-8</td>
<td>COMMITTEES -- COMMITTEE MEMBERSHIP -- INCREASE THE WRESTLING COMMITTEE COMPOSITION</td>
<td>Ready for Consideration by Management Council</td>
<td>NCAA Division III Management Council (Championships Committee).</td>
<td>08/01/2017</td>
<td>To increase the representation on the Division III Wrestling Committee from four to six members.</td>
<td>The NCAA travel and insurance department calculated the estimated annual costs of adding two additional committee members at $6,320.</td>
</tr>
</tbody>
</table>
Title: COMMITTEES -- COMMON COMMITTEES -- COMMITTEES WITH PLAYING RULES AND CHAMPIONSHIPS ADMINISTRATION RESPONSIBILITIES -- MEN'S AND WOMEN'S SKIING COMMITTEE

Convention Year: 2017

Effective Date: Immediate

Official Notice Number: NC-2017-1

Source: NCAA Division III Management Council (Championships Committee).

Category: Noncontroversial

Topical Area: Committees

Status: Ready for Consideration by Management Council

Intent: To specify that one member of the men's and women's skiing committee shall be selected from the Central skiing region and two members shall be selected at large.

Bylaws: Amend 21.4.5, as follows:

[Common provision, all divisions, divided vote]

21.4.5 Skiing Committee, Men's and Women's. The Men's and Women's Skiing Committee shall consist of seven members and shall be constituted as follows:

[21.4.5-(a) unchanged.]

(b) One member shall be selected from the West skiing region, **one member shall be selected from the Central skiing region**, two members shall be selected from the East skiing region, **three two** members shall be selected at large and one member shall be secretary-rules editor; and

[21.4.5-(c) unchanged.]

Budget Impact: None.

Additional Information: The committee should be required to have representation from each of the three skiing regions (Central, East and West) in order to best represent the skiing membership. The current legislation requires representation only from the East and West regions. Any representative from the Central region is currently an at-large member. Currently, there are more institutions in the Central region that sponsor skiing than in the West region. This proposal does not increase the overall number of committee members. This proposal is being recommended as noncontroversial legislation, inasmuch as broader consultation and debate are unlikely to improve the proposal in any substantial way, significant disagreement or alternative points of view will not be generated and there does not appear to be a significant impact on existing or proposed legislation.

Title:  ELIGIBILITY -- CRITERIA FOR DETERMINING SEASON OF ELIGIBILITY -- PRACTICE WITH PENDING SUBCOMMITTEE FOR LEGISLATIVE RELIEF WAIVER

Convention Year:  2017

Date Submitted:  June 29, 2016

Effective Date:  Immediate

Official Notice Number:  NC-2017-2

Source:  NCAA Division III Management Council (Subcommittee for Legislative Relief).

Category:  Noncontroversial

Topical Area:  Eligibility

Status:  Ready for Consideration by Management Council

Intent:  To clarify that the existing provision that allows a student to practice while a Division III Subcommittee for Legislative Relief waiver is pending only suspends the season of participation legislation and does not permit the student to practice if the student is not otherwise eligible for practice.

Bylaws:  Amend 14.2.4.1.2, as follows:

14.2.4.1.2 Exception -- Pending Subcommittee for Legislative Relief Waiver. A student-athlete who is eligible for practice may practice, but not compete, after the first contest or date of competition without using a season of participation while a Subcommittee for Legislative Relief waiver is pending, for whom a Subcommittee for Legislative Relief waiver request is pending may practice, but not compete, after the first contest or date of competition in the traditional segment in the student-athlete's sport without using a season of participation provided To be eligible for this exception, the institution has must have received official notification that the national office has received the institution's completed waiver application and all relevant supporting documentation. If the waiver request is denied, the student-athlete must cease practicing immediately on notification to the institution of the decision or the student-athlete shall be charged with the use of a season of participation. If the institution chooses to appeal a waiver denial, the student-athlete shall not resume practice until the institution receives official notification that any information required for appeal has been received. If the subcommittee denies the appeal, the student-athlete must cease practicing immediately upon notification to the institution of the decision or the student-athlete shall be charged with the use of a season of participation.
Review History:  April 16, 2016: Approved in Concept - Management Council Supplement No. 4a, Item No. 1

Additional Information: In January 2016, the Division III Management Council combined the Subcommittee for Legislative Relief (SLR) and the Academic Issues Subcommittee so that SLR is now responsible for reviewing requests to waive the full-time enrollment legislation. Current legislation allows a student-athlete to practice but not compete while a SLR waiver is pending without using a season of participation. In combining the two subcommittees, SLR agreed that this provision was only intended relief from the season of participation legislation while a waiver is pending and would not allow students to practice if they are not otherwise eligible for practice.
Title: AWARDS AND BENEFITS -- COMPETITION WHILE REPRESENTING INSTITUTION ON A FOREIGN TOUR

Convention Year: 2017

Date Submitted: June 29, 2016

Effective Date: Immediate

Official Notice Number: NC-2017-3

Source: NCAA Division III Management Council (Interpretations and Legislation Committee).

Category: Noncontroversial

Topical Area: Awards and Benefits

Status: Ready for Consideration by Management Council

Intent: To specify that an institution may provide the cost of round trip transportation for a student-athlete to travel from campus to the locale of the institutional foreign tour and back to campus even if the student-athlete does not travel with the team on an institutional foreign tour.

A. Bylaws: Amend 16.8, as follows:

16.8 Expenses Provided by the Institution for Practice and Competition.

[16.8.1 through 16.8.1.1.4 unchanged.]

16.8.1.2 - Competition While Representing Institution. An institution may provide actual and necessary travel expenses (e.g., transportation, lodging and meals) for a student-athlete to represent the institution in competition, provided the student-athlete is eligible for intercollegiate competition.

16.8.1.2.1 Travel to Regular-Season Contests or Institutional Foreign Tour during Vacation Period. If a student-athlete does not travel with the team an institution may provide the cost of round trip transportation from campus to the site of a regular-season contest or institutional foreign tour and back to campus. The student-athlete shall only pay the difference in cost associated with traveling from/to a site other than the institution's campus. [R]

[16.8.1.2.1 through 16.8.1.2.3 renumbered as 16.8.1.2.4 through 16.8.1.2.6, unchanged.]
[16.8.1.3 unchanged.]

16.8.1.4 Travel to Regular-Season Contests during Vacation Period.

16.8.1.4.1 General Rule. An institution may provide team transportation for a student-athlete to travel from campus to the site of a regular-season contest and back to campus. [R]

16.8.1.4.1.1 Exception. If a student-athlete travels to a site other than the event site during the vacation period, the institution may provide the cost of round-trip transportation for the student-athlete to travel from campus to the event site and back to campus even if the student-athlete does not travel with the team. The student-athlete shall pay only the difference in cost associated with traveling to a site other than the event site. [R]

[16.8.1.5 through 16.8.1.6 renumbered as 16.8.1.2.2 through 16.8.1.2.3, unchanged.]

[16.8.1.7 through 16.8.1.8 renumbered as 16.8.1.4 through 16.8.1.5, unchanged.]

B. Bylaws: Amend 17.29.1.9, as follows:

17.29.1.9 Expenses. (See Bylaw 16.8.1.2)

[17.29.1.9.1 through 17.29.1.9.3 unchanged.]

Review History: April 16, 2016: Approved in Concept - Management Council Supplement No. 8a, Item No. 1b.

Additional Information: Current legislation allows an institution to provide actual and necessary travel expenses for a student-athlete to represent the institution on a foreign tour; however, institutions are limited to providing round-trip travel expenses from campus to the competition site and back to campus. For a regular season contest during a vacation period, an institution is permitted to provide travel expenses equivalent to the cost of round-trip transportation for a student to travel from campus to the event site and back to campus, even if the student-athlete does not travel with the team. This proposal allows an institution to have the same flexibility in providing travel expenses for foreign tour travel.
Title: MEMBERSHIP -- CONDITIONS AND OBLIGATIONS OF MEMBERSHIP -- SELF-STUDY GUIDE

Convention Year: 2017

Date Submitted: June 29, 2016

Effective Date: Immediate

Official Notice Number: NC-2017-4

Source: NCAA Division III Management Council (Membership Committee).

Category: Noncontroversial

Topical Area: Membership

Status: Ready for Consideration by Management Council

Intent: To remove from the legislation the identification of subjects to be covered by the Conference Self-Study Guide and Institutional Self-Study Guide.

A. Constitution: Amend 3.3.4.6, as follows:

3.3.4.6 Self-Study Report Guide. Multisport conferences shall conduct a comprehensive self-study and evaluation of their intercollegiate athletics programs at least once every five years, using the Conference Self-Study Guide (CSSG). The report of the self-study CSSG shall be completed and submitted to the national office not later than June 1 of the academic year in which it is due. Subjects covered by the self-study shall include:

(a) Institutional mission;

(b) Conference philosophy;

(c) Academic profiles;

(d) Geographical proximity;

(e) Athletics profile;

(f) Diversity;

(g) President or chancellor involvement;
(h) Conference governance, including the role of athletics directors, faculty athletics representatives and senior woman administrators;

(i) Student-Athlete Advisory Committee activity;

(j) Financial Aid Reporting Process;

(k) Convention attendance;

(l) Rules compliance; and

(m) Commitment to citizenship, leadership and sportsmanship.

B. Constitution: Amend 6.3.1, as follows:

6.3.1 Self-Study Report Guide. 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 ISSG shall be submitted to the national office not later than June 1 of the academic year in which it is due. The report ISSG shall be available for examination on request by an authorized representative of the Association and may be reviewed by the Membership Committee with a focus on legislative issues and results of action plans in areas of deficiencies. Subjects covered by the self-study shall include:

(a) Institutional purpose and athletics philosophy;

(b) Principles of sportsmanship and ethical conduct;

(c) The authority of the president or chancellor and institutional oversight of athletics;

(d) Institutional control and accountability of athletics program finances;

(e) Athletics program organization and administration;

(f) Employment of athletics program personnel;

(g) Sports programs;

(h) Sports medicine;

(i) Recruiting, admissions, financial aid and academic eligibility;

(j) Institutional student services; and
(k) Student athlete profiles.

**Review History:** April 18, 2016: Approved in Concept – Management Council Supplement No. 9, Item No. 1-(b).

**Additional Information:** As the needs and concerns of the Division III membership change, various subject areas previously covered in the institutional and conference self-study guides may no longer be relevant. Conversely, subject areas not currently listed may become central to a model athletics program. Removing the specified subject areas from the self-study legislation provides the Membership Committee flexibility to more appropriately modify subject areas within its policies and procedures. Further, the self-study instruments are readily available to member institutions if an institution or conference would like to review the subject areas included therein.
Title: MEMBERSHIP -- CONVENTION AND REGIONAL RULES SEMINAR ATTENDANCE -- SATISFYING REGIONAL RULES ATTENDANCE REQUIREMENT WITH DIVISION III CONFERENCE RULES SEMINAR

Convention Year: 2017

Date Submitted: June 30, 2016

Effective Date: Immediate

Official Notice Number: NC-2017-5

Source: NCAA Division III Management Council (Membership Committee).

Category: Noncontroversial

Topical Area: Membership

Status: Ready for Consideration by Management Council

Intent: To clarify that Division III member institutions may satisfy the Division III Regional Rules Seminar attendance requirement by attending a Division III Conference Rules Seminar.

Constitution: Amend 3.2.4.15, as follows:

3.2.4.15 Convention and Regional Rules Seminar Attendance. Each year, an active member institution must be represented by an institutional staff member who is certified as a voting delegate (see Constitution 5.1.3.4) and who votes for his or her institution at the NCAA Convention Division III business session. At least once every three years, an active member institution must be represented by at least one institutional staff member at the NCAA Regional Rules Seminar.

3.2.4.15.1 Conference Rules Seminar. An institution may satisfy the Regional Rules Seminar attendance requirement by attending a Division III Conference Rules Seminar that has been approved by the Membership Committee.

[3.2.4.15.1 through 3.2.4.15.2 renumbered as 3.2.4.15.2 through 3.2.4.15.3, unchanged.]

Review History: April 18, 2016: Approved in Concept – Management Council Supplement No. 9, Item No. 1-(a).

Additional Information: In 2014, the Division III Management Council granted a waiver to permit the membership of eight conferences to attend the 2015 Conference Rules Seminar to
satisfy the Regional Rules Seminar requirement. In approving that waiver, the council noted that the curriculum of the Conference Rules Seminar provides educational programming on par with the programming provided at the NCAA Regional Rules Seminar. The council also noted the ability for a broader group of attendees to receive rules education when attending a localized seminar. For those reasons, the committee wishes to codify the practice of allowing institutions to satisfy the Regional Rules Seminar attendance requirement by attending a Conference Rules Seminar.
Title: MEMBERSHIP -- CREDIT FOR TIME SERVED IN THE PROVISIONAL OR RECLASSIFYING MEMBERSHIP PERIOD

Convention Year: 2017

Date Submitted: June 30, 2016

Effective Date: Immediate

Official Notice Number: NC-2017-6

Source: NCAA Division III Management Council (Membership Committee).

Category: Noncontroversial

Topical Area: Membership

Status: Ready for Consideration by Management Council

Intent: To remove the requirement that an institution's previous time in the provisional or reclassifying membership process must be completed within the last 10 years in order to be eligible for a waiver of a portion of the provisional or reclassifying membership period.

Bylaws: Amend 20.3.3.1.2, as follows:

20.3.3.1.2 Credit for Time Completed Previously as Provisional Member. The Membership Committee may waive any portion of the first two years of the four-year provisional period the institution previously completed as a provisional or reclassifying member, provided the portion was completed within the last 10 years.

Review History: April 18, 2016: Approved in Concept - Management Council Supplement No. 9, Item No. 1-(c).

Additional Information: Currently, the legislation allows the Membership Committee to waive any portion of the first two years of the four-year provisional or reclassifying membership process that an institution previously completed, provided the institution completed that portion of the process within the last 10 years. By removing the timeline, it allows the committee to be more discerning in its review of an institution that might be repeating the membership process by providing additional flexibility to waive a portion of the process for institutions that began the process more than 10 years prior and also to clarify that even institutions that are within the 10-year time frame are not guaranteed waiver approval.
Title: MEMBERSHIP -- PROVISIONAL OR RECLASSIFYING MEMBERSHIP -- CLASS SIZE AND ASSIGNMENT -- AMENDING ASSIGNMENT CRITERIA

Convention Year: 2017

Effective Date: Immediate

Official Notice Number: NC-2017-7

Source: NCAA Division III Management Council (Membership Committee).

Proposal Category: Management Council

Topical Area: Membership

Status: Ready for consideration by Management Council

Intent: To clarify that items for consideration during an institution’s evaluation for acceptance and placement in the provisional/reclassifying membership program are not in priority order. Additionally, to add the provision of athletically related financial aid as an element to be considered during the evaluation process.

Bylaws: Amend 20.3.2, as follows:

20.3.2 Class Size and Assignment. There shall be a maximum of four institutions admitted to the provisional or reclassifying membership program in any one year. Institutions shall be assigned a start year based on the following criteria, in no particular order:

(a) Geographic location in an area that needs or can accept new members;
(b) Reclassifying versus provisional status;
(c) Existing or potential membership in an active Division III conference; and
(d) Broad-based sports sponsorship profile; and
(e) Whether the institution has previously provided athletically related financial aid.

Rationale: Each legislated criterion reviewed by the Membership Committee during candidacy evaluations is evaluated, with no one criterion favored over another. When taken as a whole, these attributes are predictive of an incoming member institution’s likelihood of membership success. In addition, the committee has discovered, over time, that whether an institution offers athletically related financial aid impacts future membership success. These revisions to the legislation will clarify how the committee evaluates candidate institutions.

Budget Impact: None.

Student-Athlete Impact: None.

Review History: July 19, 2016 Approved in Concept: Management Council Supplement No. 8, Item b.
Title: COMMITTEES -- COMMITTEE MEMBERSHIP -- INCREASE THE WRESTLING COMMITTEE COMPOSITION

Convention Year: 2017

Effective Date: August 1, 2017

Official Notice Number: NC-2017-8

Source: NCAA Division III Management Council (Championships Committee).

Proposal Category: Noncontroversial

Topical Area: Committees

Status: Ready for Consideration by Management Council

Intent: To increase the representation on the Division III Wrestling Committee from four to six members.

Bylaws: Amend Figure 21-1, as follows:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Number of Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wrestling Committee</td>
<td>46</td>
</tr>
</tbody>
</table>

Rationale: In 2011, a regional format was established in wrestling that created six competitive regions, which resulted in two regions without representation on the four-member committee. The addition of two committee members is consistent with other Division III sports in having one committee member per competitive region. The Division III Management and Presidents Councils previously supported this recommendation and its associated expense as part of other championships budget recommendations. This proposal simply codifies that change in Figure 21-1.

Budget Impact: The NCAA travel and insurance department calculated the estimated annual costs of adding two additional committee members at $6,320.

Student-Athlete Impact: The recommendation provides student-athletes across regions representation on the national committee, and in turn, more equitable access to the championships.
Review History: July 19, 2016 Approved in Concept: Management Council Supplement 5b, Item 1a.
Modifications of Wording - These proposals are consistent with the intent of the membership in adopting the original legislation and sufficient documentation and testimony exists to establish clearly that the original wording of the legislation was inconsistent with that intent. They become effective and are considered adopted when approved in legislative format by a two-thirds majority of the NCAA Division III Management Council. Further, they are subject to ratification at the annual Convention business session.

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 III legislation.
- Proposal numbers for proposals with a status of “Ready for Consideration by Management Council” are tentative, pending approval by the Management Council.

<table>
<thead>
<tr>
<th>Proposal Number</th>
<th>Title</th>
<th>Status</th>
<th>Source</th>
<th>Effective Date</th>
<th>Intent</th>
</tr>
</thead>
<tbody>
<tr>
<td>M-2017-1</td>
<td>ELIGIBILITY – SEASONS OF PARTICIPATION – HARDSHIP WAIVERS AND SEASON OF PARTICIPATION WAIVERS – CLARIFICATION ON WAIVER NUMERATOR</td>
<td>Ready for Consideration by Management Council</td>
<td>NCAA Division III Management Council</td>
<td>Immediate</td>
<td>To clarify that in order to qualify for a hardship waiver or a season of participation—participation while eligible waiver, a student-athlete may not have participated in more contests or dates of competition than a number equivalent to one-third of the standard denominator, where the standard denominator is determined by the maximum number of contests or dates of competition plus one contest or date of competition.</td>
</tr>
</tbody>
</table>
Title: ELIGIBILITY – SEASONS OF PARTICIPATION – HARDSHIP WAIVERS AND SEASON OF PARTICIPATION WAIVERS – CLARIFICATION ON WAIVER NUMERATOR

Convention Year: 2017

Effective Date: Immediate

Official Notice Number: M-2017-1

Source: NCAA Division III Management Council

Proposal Category: Modification of Wording

Topical Area: Eligibility

Status: Ready for Consideration by Management Council

Intent: To clarify that in order to qualify for a hardship waiver or a season of participation—participation while eligible waiver, a student-athlete may not have participated in more contests or dates of competition than a number equivalent to one-third of the standard denominator, where the standard denominator is determined by the maximum number of contests or dates of competition plus one contest or date of competition.

A. Bylaw: Amend 14.2.5, as follows:

14.2.5 Hardship Waiver. A student-athlete may be granted an additional year of participation (per Bylaw 14.2.4) by the conference or the Committee on Student-Athlete Reinstatement for reasons of "hardship." Hardship is defined as an incapacity resulting from a season-ending injury or illness that has occurred under all of the following conditions:

(a) The season-ending injury or illness occurs before the completion of the first half of the traditional playing season in that sport for the season being waived and results in incapacity to compete for the remainder of the traditional playing season. The first half of the traditional playing season is measured by the maximum contest or date of competition (whichever is applicable to that sport) limitation in each sport as set forth in Bylaw 17 plus one contest or date of competition. For cross country and indoor and outdoor track and field, see Bylaw 14.2.5.2.5.1; and

(b) The season-ending injury or illness occurs when the student-athlete has not competed in more contests or dates of competition than one-third of the maximum contest or date of competition (whichever is applicable to that sport) limitation in each sport (as set forth in Bylaw 17) plus one contest or date of competition a number equivalent to one-third of the standard denominator, where the standard denominator is determined by the maximum number of contests or dates of competition plus one contest or date of competition (see Bylaw 14.2.5.2.5.1). For cross country and indoor and outdoor track and field, see Bylaw 14.2.5.2.5.1. Only competition (excluding preseason scrimmages and exhibition contests but including scrimmages and exhibitions after the first regularly scheduled contest) against outside participants during the traditional playing season, 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 in calculating the number of contests or dates of competition in which the student-athlete has competed. [See Figure 14-1]

B. Bylaw: Amend 14.2.7, as follows:

14.2.7 Season-of-Participation Waiver – Participation While Eligible. A student-athlete may be granted an additional season of participation by the Committee on Student-Athlete Reinstatement when, due to extenuating circumstances (per Bylaw 14.2.7.1.2), the student-athlete, while eligible, engaged in a limited amount of participation. The participation must have occurred under all of the following conditions:

(a) The participation occurred within the first half of the traditional segment; and

(b) The student-athlete did not compete in more contests or dates of competition (whichever is applicable to that sport) or one-third (whichever number is greater) the maximum contests or date of competition limitations in each sport as set forth in Bylaw 17 contests plus one contest or date of competition in his or her sport—a number equivalent to one-third of the standard denominator, where the standard denominator is determined by the maximum number of contests or dates of competition plus one contest or date of competition. All competition (including a scrimmage) against outside participants shall be countable under this limitation in calculating the number of contests or dates of competition in which the student-athlete participated.

Additional Information: Figure 14-1 clearly identifies both the standard denominator and the number of contests or dates of competition equal to one-third of the standard denominator. Member institutions, however, have suggested that the legislative language pertaining to hardship waivers and season of participation – participation while eligible waivers, suggests an alternative calculation. This proposal would amend the legislative language to more clearly reflect the intended method of calculating one-third of the maximum contests or dates of competition plus one contest or date of competition.

Budget Impact: None.

INFORMATIONAL ITEMS.

1. **Welcome and roster.** The NCAA Division III Diversity and Inclusion Working Group commenced business at 12:05 p.m. Eastern time Tuesday, September 27, 2016. Chancellor Dennis Shields welcomed the group. Staff conducted a roll call.

2. **Report of August 16, 2016, teleconference.** The working group reviewed the report and had no changes.

3. **Discuss best practices resource.** Each subgroup provided an update on its recent teleconference and best practices hiring resource written report:
   
   a. Developing a diverse candidate pool. Working group feedback included:
      
      (1) Providing the resources within a single URL; and
      
      (2) For document formatting consistency, adding “questions to consider” to the section headers as well as numbering each section.

   b. Search committee. Working group feedback included:
      
      (1) For document formatting consistency, adding “questions to consider” to the section headers;
      
      (2) Highlight the search committee’s role in relation to the hiring manager; and
      
      (3) Convert the checklists into graphic boxes.

   c. Search process and engagement with search firms. Working group feedback included:
      
      (1) Adding questions to consider to the job description section;
      
      (2) Adding a question to the Search Firm section that highlights the possible ease of work burden on the athletics department; and
      
      (3) For document consistency, adding numbering to each section.

   d. Retention and exit interview training. Working group feedback included:
      
      • For document formatting consistency, adding “questions to consider” to the section headers as well as numbering each section.
4. **Division III Student Immersion Program selections.** Staff noted that the application process closed Friday, Sept. 30, and anticipated there would be 60 applications for the 40 available slots. Staff also provided the application review timeline for the three working group members that volunteered to be reviewers.

5. **Next steps.** The working group asked staff to combine the work of the four subgroups into one document [Attachment]. This new best practices hiring document will be shared with Division III Management and Presidents Councils. The working group will be seeking feedback and endorsement. In addition to having two NCAA outside contractors review the document, each working group member will review and provide feedback in preparation for its November teleconference.

6. **Other business.** Staff noted that a graduate student at a Division III institution requested the working group review her design proposal related to Division III student-athletes. The working group was in favor of participating in the review.

7. **Adjournment.** The call adjourned at 1 p.m. Eastern time.

*Staff Liaisons:*

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

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**Teleconference date:** September 27, 2016

**Attendees:**

Heather Benning, The Midwest Conference  
Keith Brandon, Penn State University, Abington  
Gerard Bryant, John Jay College of Criminal Justice  
Valerie Cleary, Willamette University  
Jason Fein, Drew University  
Callie Olson, Lakeland College  
Joe Onderko, Presidents Athletic Conference  
Dennis Shields, University of Wisconsin-Platteville  
Natalie Winkelfoos, Oberlin College  
Nicolle Wood, Salem State University

**Absentees:**

Nnenna Akotaobi, Swarthmore College  
Nicole Monick, Johnson State College

**NCAA Staff Support in Attendance:**

Reed Fogle, Nicole Hollomon, Louise McCleary, Sonja Robinson, and Sarah Sadowski.
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Get a head start
Don’t wait until an opening occurs. There are several steps an athletics department can take to prepare for openings to assist in encouraging diversity and inclusion when an opportunity does become available.

Institutional and departmental policies
It’s important that hiring managers regularly develop and review institutional and departmental policies. These should articulate the school’s position on creating a diverse workplace/community and be readily available as part of the recruitment process.

Assess the campus and the department
Know your school and departmental demographics. Familiarize yourself with campus resources and programming that support an inclusive environment and celebrate diversity. Take a serious look at what your institution and community have to offer candidates of varied cultural heritage.

Websites and written materials
Review your school and department websites to ensure they reflect your institution, athletics department and community. Incorporate images, descriptions and text that display examples of existing diversity. Be sure that the institution’s and department’s policies and mission statements are also prominently posted.

Establish relationships
Build and maintain relationships with individuals who would be strong candidates for future openings at your institution. Begin conversations with them about what makes your institution a desirable employer and start to better understand what top candidates might seek in a position and an institution. If your institution or department have gaps, work to fill those before you enter your next search (or at least be in a position to explain how your institution is working toward filling those gaps).

Supervisors should develop internal candidates.
- Internships are an excellent way of field-testing quality candidates. They provide an opportunity to watch candidates in action in the position.
- Student-athletes and student-support personnel should be encouraged to look at athletics administration and coaching as a profession.
- To contribute to diversity in top management positions, young staff and coaches must be encouraged to move ahead in the profession.
- Encourage current staff to always be on the lookout for quality people who would make great candidates.

Hiring managers should also strive to constantly expand their contacts by:
- Networking with women and minorities in the industry
- Building relationships with professional organizations; and
- Identifying students who may be interested in a career in intercollegiate athletics.
When an opening occurs
Hiring managers in Division III athletics department have the responsibility of keeping diversity and inclusion top-of-mind when they find themselves with opening on their staff. Whether the position be for an associate athletics director or a part-time coach, several factors should be considered even before a position opens.

Job descriptions
An accurate, detailed job description leads to a full understanding of job requirements, qualifications and expectations. While qualifications must not unnecessarily prevent or lessen employment opportunities for any class of applicants, the job description provides an opportunity for the institution and athletics department to tell potential applicants how they will be supported throughout the job search and their employment. Create job announcements shaped to attract diversity. The job announcement is the single most effective tool in recruiting anyone, including the quality diverse applicants. If candidates read that working with multicultural or otherwise diverse groups of people is a required qualification, the diverse candidate then is more likely to be interested and confident in researching the position.

Criteria
The criteria for the position should be set in writing and agreed on before the start of the search process. A good job description should also include:
- Reporting relationship.
- Required skills and abilities;
- Expectations and outcomes;
- Education and experience requirements;
- Required job competencies.

Helpful information
It’s important that the job description also contain helpful information to gain the attention of candidates who may, or may not, be actively searching for a new job. This may include:
- A brief history and the current state of the school;
- An overview of the athletics department, it’s values and vision for success;
- An explanation of Division III’s values; and
- A list of expectations and outcomes for the position.

Compliance statement
A compliance statement on the campus-wide policy of nondiscrimination should be included at the end of the job description. Written statements that encourage diversity, developed either by the campus or the department, should be included. For example, “…is committed to providing a diverse and inclusive culture to best support our student-athletes. Women and minorities are encouraged to apply.”

Questions to consider when developing a job description:
- Does the description explain how the individual would be supported once they arrive on campus?
- Does the description unnecessarily prevent or lessen employment opportunities for any class of applicants or potential applicants?
- Have you consulted with the human resources department regarding the job description?
- Does the job description accurately reflect the responsibilities of the position?
- Do full-time and part-time job posting accurately reflect the job’s responsibilities?
Would an interested candidate clearly understand the required knowledge and experience needed to execute the job responsibilities?

**Advertising the opportunity**
Advertising is a crucial step in the search for qualified and diverse candidate pool. Athletics departments must be committed to creatively targeting as many diverse sources as possible when they have a vacancy.

**Traditional advertisements**
Be sure to post job advertisements on various websites, especially those that encourage diversity and identify individuals who may be interested in a career in intercollegiate athletics. See the reference section for a list of websites that hiring managers may consider when posting a job. Place advertisements in appropriate print publications and trade journals.

**Recruit beyond the job posting**
Another way to increase the diversity of candidate pools is to recruit beyond paper. Through consistent networking, an institution can begin to develop and maintain candidate lists to aid its present and future searches. For example, athletics departments can engage in these ways:
- Networking with people who may know of qualified applicants, particularly minorities and women.
- Maintain contact with women and minority graduates interested in athletics careers. They may be future candidates for positions at your university and they also may have women and minorities among their colleagues who are potential candidates for open positions.
- Requesting nominations from professional organizations and associations.

**Campus resources**
Familiarize yourself with campus resources and programming that support an inclusive environment and celebrate diversity.
- Know your school and departmental demographics.
- Take a serious look at what your institution and community have to offer candidates of varied cultural heritage.
- Identify colleagues from diverse backgrounds to contact personally regarding openings or to solicit nominations.
- Attend and encourage other individuals who will be attending conferences, particularly ones that attract large numbers of women and minority attendees, to combine your visits with recruitment efforts for present and future positions.

**Questions to consider when advertising an opening:**
- Have you purposefully expanded your contacts by networking with women and minorities in the industry?
- Have you built relationships with professional organizations?
- Have you identified students who may be interested in a career in intercollegiate athletics?
- Have you considered posting the job description on specific website that would encourage a more diverse candidate pool?
The Search Committee
It is important that the search committee reflect the institution’s goals for diversity. Women and minorities should be represented on the committee. It may be important to consider the power differentials when selecting members so that people will feel free to share opinions. All members should be specifically chosen for their strengths and talents (e.g., experience and understanding of the position or their current partnership within the department) so the best candidate is hired.

Search committee composition
When selecting individuals to serve on the search committee, athletics departments should consider diverse representation even outside the specific department or unit of the position being searched.

Diverse search committee members can bring can be as valuable as those within the department as those who are the “subject matter experts.” Schools or departments that is not yet highly diverse should also be sensitive to not asking the same faculty and staff to sit on every search committee.’

Standardizing committee composition
The institution may consider a standard format for search committee membership (e.g., the number of faculty members, coaches, staff, students, student-athletes, athletics administrators, campus administrators, boosters and alumni).

The diversity of gender and ethnicity on the search committee is essential to a successful search. It is important to consider including at least one senior member of the faculty and/or staff.

Senior members are able to communicate campus history and philosophy and the importance of athletics to the university.

The chair or human resource office should also designate a school official who will serve on the committee and ensure that best practices in regards to diversity, gender equity and equal opportunity hiring practices are followed. Individuals to consider for this role may include either the Title IX/Equal Employment Opportunity officer.

Search committee roles and responsibilities
Clarifying the roles and responsibilities of search committee members can assist in the recruitment in selection process. Each role also plays an important role encouraging diversity and inclusion throughout the search.

The chair
The first step in the search process is to identify a committee chair. The chair is responsible for the overall conduct of the search, including emphasizing the importance of recruiting and considering individuals from diverse backgrounds for the position. Selecting the ideal chair will benefit the search process, as the chair’s relationships with on-campus partners will help identify committee members who will bring a diverse perspective to the committee. Keep in mind, however, that the chair may not be the final hiring manager/official.

Below are additional key search committee chair responsibilities. [put in graphic box]

- Organize the committee.
- Serve as liaison between committee and hiring official/human resources.
- Coordinate recruiting, advertising and networking (with Human Resources).
- Communicate with applicants.
• Evaluation criteria/selection of finalists.
• Preparing the committee for the interviews.
• Oversee reference checks.
• Coordinate and schedule committee meetings.
• Develop a candidate evaluation sheet.
• Assist applicants during the submission process.
• Coordinate candidate interview arrangements and schedule.
• Process human resource transactions.
• Complete search documentation and close the search.

Search committee members
Search committee members serve in an advisory capacity for the identification and selection of candidates. The search committee member performs a variety of tasks under the direction of the search chair and should make every attempt to assure that the pool of applicants includes qualified candidates from diverse backgrounds. The entire committee then should review all qualified applications, striving for a diverse pool of qualified candidates.

The hiring manager/official
The hiring manager/official reviews the finalists for the positions as advised by the search committee and is ultimately responsible for the selection of the final candidate.

Utilizing a search firm
The use of search firms also can be an effective way to build a strong candidate pool. When choosing a firm, it is important to investigate each firm’s commitment to diversity. Much can be said about a firm’s commitment by looking at its demographics. In addition, one should consider the firm’s track record of past hires to see how diverse its previous selections have been. A firm that is truly interested in finding qualified, diverse candidates most likely will have a diverse staff of its own. Before hiring a search firm, schools may want to consider:
• Does the profile of the warrant the use of a search firm?
• Does the department’s budget support cost of hiring a search firm?

If it is determined that a search firm should be hired, be sure to:
• Clarify expectations of the search
• Identify the roles the search firm will have in the process
• Explain the importance of a diverse candidate pool when recruiting candidates.

Questions to considered when developing a search committee:
• Who is involved with the search committee?
• What is the gender and ethnic diversity of the search committee?
• Does the search have a realistic time frame?
• Is the search consistent with the institution’s affirmative action principles?
Search committee policies and expectations

With the creation of every search committee, there should be a set of policies and guidelines that will outline baseline expectations and expected search committee conduct such as using a campus officer to ensure diversity policies are being followed and data collection is occurring.

Search committee policies and expectations

In order to objectively review each candidate, the department should provide the search committee with policies for evaluating the candidates based on the advertised skills and abilities.

Policies

Applicable policies can vary. Be sure to work with human resources to identify ones specific to your school. You may, at least, consider the following:

- Equal Employment Opportunity vs. Affirmative Action. A high-level understanding of the differences between the EEO and AA may be beneficial to the search committee. The EEO prohibits discrimination based on any prohibited characteristic. The AA requires additional proactive measures to ensure equal employment opportunity; these measures require good faith efforts to recruit women, minorities, veterans, and persons with a disability.
- Highlight and Publicize Diversity Growth. It is important for institutions and conferences to talk about its successes with diversity and provide concrete examples.

Expectations

Search committee expectations should reflect the institution’s campus-wide personnel policies. The athletics department also may want to develop its own expectations to compliment the campus policies.

This may include:

- Confidentiality of the search (including identity of candidates, resumes and schedules).
- Ensuring the legality of questions for interviewees.
- Identity of the search spokesperson.
- Charge to the committee (e.g., forward three names unranked with comments from the group).
- Unauthorized reference checks (e.g., soliciting information from applicant’s current employer without permission).

Strategies to avoid bias.

The search chair, search committee members and the hiring manager/official should evaluate their personal judgments and consider whether unintentional bias may have played a role throughout the search process such as if women or minority applicants subject to higher expectations. Ensuring careful and fair treatment of all applicants at each stage of the selection process is important.

To ensure consistent evaluation of all applicants by spending sufficient time reviewing each applicant search committee members should also:

- Evaluate each candidate’s entire application.
- Avoid depending too heavily on only one element such as letters of recommendation, or the prestige of the degree-granting institution or post-doctoral program.
- Be able to defend every decision for eliminating or advancing a candidate through documentation of decisions.

See the Resources section for more information about best practices to avoid biases.
Checklist and timeline
The checklist and timeline are valuable tools in documenting and recording due process in the search and ensuring that a thorough, equitable and legal search occurs. Institutions should have systematic reviews of hiring practices with meaningful consequences for decision-makers to maintain accountability. All departments should be required to document the ethnicity and gender of all staff members, along with the dates hired.

Search checklist
In the instructions to the search committee, human resources should provide a checklist of tasks to be done and a timeline to be followed.

The checklist minimally should include the following items:
- Selection of committee chair and committee members.
- Search committee training session.
- Job description review and update.
- Advertisement in appropriate venues.
- Deadlines (or will the process remain open until the position is filled?).
- Review of the diversity of the candidate pool by an appropriate university or college official.
- If diversity is not met, the search remains open and effort is made to diversify.
- Review of applications using policies and guidelines adopted by the search committee.
- Discussion of candidate’s evaluations.
- Document the reason for any candidate dropped from the viable candidate pool.
- Selection of finalist candidates.
- Background checks.
- Invitations for interviews.
- Interview arrangements.
- Interviews.
- Search committee review of interviews.
- Written evaluations (e.g., candidate evaluation sheet) to the hiring official.
- Notification of selection.
- Notification to other candidates not hired.
- Thank you to committee and others involved.

Timeline
A timeline that helps the institution obtain the desired candidate pool should be distributed to all committee members and each item also should have an assigned committee member. The timeline can be adjusted as needed, but the checklist itself should not change from search to search.
The selection process
There are several steps the search chair, the search committee and the hiring manager/official must take once a candidate pool has been finalized.

First search committee meeting
During the first search committee meeting should occur as soon, if not before, the job description is posted. At this meeting, the search committee chair should:

- Review policies and expectations of search committee members.
- Review the job description, defining the position and needed qualifications.
- Discuss applicant recruitment strategies and brainstorming.
- Introduce the diversity advocate and conduct an Affirmative Action or Equal Employment Opportunity discussion.
- Discuss how to avoided biases.
- Emphasize the importance of confidentiality.
- Identify conflicts of interest.
- Evaluation criteria for screening applicants, including how to use the candidate evaluation sheet.
- State the charge from hiring official/manager (e.g., the person making the official offer).

Search committee training
A search committee training session should be provided by the campus human resources department or office of affirmative action at the committee’s first meeting. The search committee should be informed and provided copies of any campus, state or federal affirmative action or equal opportunity policies at this meeting. An explanation and discussion of subtle and covert forms of discrimination also should occur to ensure that all committee members are educated in this area.

A formal training will assist committee members with:

- Guiding the committee to make certain that the search process is free of bias or stereotyping of applicants in verbal or written communication.
- Ensuring that candidates are evaluated fairly.
- Working to ensure diversity of the applicant pool.

Interview training
To assistant search committee members in conducting optimal searches, the human resources and the chair should:

- Develop a set of core questions to be asked of each candidate.
- Be sure all interviewers are aware of what questions are inappropriate.
- Determine the interview structure and schedule.
- Include a campus visit that provides similar opportunities for each candidate and follows interview procedures which treats all applicants consistently.
- Carefully prepare interview questions.
- Avoid biased questions.
- Justification for hire must be based on qualifications, experience, references and interview.

Depending on the profile of the position, there may be several rounds of interviews including phone screenings, Skype interviews and on-campus finalist interviews. Trainings in some fashion may be valuable at each stage. See the Resources section for more information on interview best practices.
**Selecting a candidate**

Once all interviews have been conducted the search committee and chair should make their recommendations to the hiring manager/official. Before making their recommendations the committee should evaluate:

- Do each of the finalists meet the position’s qualifications?
- Were biases avoided throughout the process?
- Do the recommended finalists provide diverse options to the hiring manager/official and reflect the overall candidate pool?

**Making an offer**

The hiring manager should take the search committee’s recommendations into consideration before making a final selection. Once a final candidate has been selected, the hiring manager/official should work with human resources to make the job offer and conduct any necessary negotiations. They should also ensure that the search process was documented accurately.

The hiring manager should also identify ways to support the new employee in his or her transition to campus and the job responsibilities through a retention plan.
Retaining employees from diverse backgrounds
Educating people of all backgrounds, beliefs and cultures takes a diverse academic workforce. Increasing and maintaining employee diversity is not only the right thing to do, but also essential to achieving the academic missions of higher education institutions and their athletics departments.

On-boarding
Organizational leadership must engage in adequate planning for consistent integration of the new employee and must reach beyond an initial orientation process. Employers should:
- Make sure the employee is connected to key players in the organization.
- Familiarize the employee with campus and the local community.
- Brief the employee on “organizational language” and culture

Most important is for the employer to understand the workplace integration is not temporary; there must be a short-term and long-term plan to orient an individual until they have developed a level of comfort, and adapted to workplace expectations and institutional/organizational culture.

Retention
Showing a strong commitment to diversity and inclusion principles sends a clear message to coaches and administrators that their identity and contributions are valued, and that one’s worth to the organization will not be limited by negative perceptions about background, sexual orientation, race, or gender identity or expression.

Commitment to diversity and inclusion
Organizational commitment to diversity and inclusion practices must also be pervasive meaning every individual in the organization plays a role in retention for those from underrepresented backgrounds. After all:
- The hiring process can be costlier than retaining qualified and motivated employees.
- The loss of organizational knowledge and experience could result in a large learning curve and delayed effectiveness for new hires.
- An employee’s sense of fair and equitable treatment for themselves and others is a key element of an inclusive environment.
- An organization where employees want to stay enhances the recruitment of competitive and productive talent.

Salary and compensation
Employers must ensure that fair and equal pay for comparable work across the department is a consistent and embedded practice, and that all employees benefit from this practice. Employees must also have a clear and transparent understanding about how professional development (including educational attainment, improved skills, or undertaking additional responsibilities) may or may not impact their benefits and compensation. Employers should regularly work with their Human Resources colleagues or other comparable units to engage in market surveys to make sure salaries are comparable to industry averages.

Benefits
Orientation and education about benefits is an essential element to retention. Employees must clearly understand the variables that impact a benefits including directed guidance on what is available to the employee and their dependents.
Nonmonetary benefits and support
Oftentimes budget restrictions and financial commitments hinder an organization’s ability to continuously adjust salary offerings to employees as a means of retention. Capitalizing on the intrinsic rewards that employees glean from high performance and mission-oriented environments – such as athletics – departments can find other ways to provide support for employees that lessen their own needs for additional financial outlay.

Providing child care, flex hours and alternative work settings can assist employees find creative ways to counter long hours and family commitments. Formal and informal mentoring relationships can also provide assistance for employees, as they help individuals create a support network for their various psychological, social, and physical needs.

Professional development and career advancement opportunities
Informal and formal mentorship is key to retention. Proactive assistance and advisement on how the employee can advance, improve skills, and take on additional responsibilities may increase the likelihood of retention.

A transparent process of promotion also allows the employee to establish goals and have a clear understanding of what is expected in order to achieve career advancement. In addition, making professional development opportunities and resources accessible to employees allows them to seek opportunities that best align with their career goals.

Campus and departmental culture/climate
A department can establish a culture and environment that welcomes diversity and inclusion even when the desired level of diverse demographical representation has yet to be achieved. If fact, one of the main reasons that employees are not retained is a lack of “fit” – or a lack of match with the organization’s culture. Great consideration should be given to the creation and maintenance of a culture that is congruent with departmental values as manifested through communication processes, the system of rewards and recognitions, the history behind traditions and rituals, public statements and visible signage.

A departmental diversity plan and statement of philosophy is one way to exhibit serious thought and commitment to creating an inclusive and supportive environment, where all employees are welcomed and valued for their productivity and contribution.

Resources and opportunities for engagement
Engaging with other resources across campus reaps multiple benefits. On one hand, cost savings might be realized with the addition of other departments’ employees when purchasing bulk products or services (such as childcare). On the other hand, the campus may already offer support programs that would benefit employees in their day-to-day lives, both work-related and not. An employer should be proactive in offering multiple options of engagement outside of the athletics department, assisting employees in making connections in the greater town or city community as well.

Many times, connections lacking on campus can be enhanced by expanding the outreach beyond the campus walls. Departments may facilitate these opportunities to connect by crediting employees with continuing education, community service, flexible assignments, encouragement to participate in outside events, and leadership positions on campus cabinets and councils.
Evaluation
A continuous effort to take the pulse of the climate and employees needs will help a department remain aware and proactive in its retention efforts. The implementation of a systematic annual review, with results disaggregated by identity groups as they relate to hiring, promotion, turnover and performance trends can highlight the areas of success and challenge for a department, and signify if employee groups are being impacted differently.
The Exit Interview
Exit interviews are conducted with employees once they have resigned and before they leave the institution. These interviews are helpful tools that can:

- Determine why employee is leaving position.
- Distinguish strengths and weaknesses of department, administration and staff.
- Discuss overall position responsibilities.
- Establish a plan for department improvements.

Administering exit interviews
Exit interviews are typically conducted by a human resources professional or an objective person not directly involved with the departing employee. This allows for impartiality and provides the chance for the departing employee to voice his or her experiences and opinions honestly and free of judgment. Exit interviews can be conducted face-to-face, through a survey (written or electronic) or conducted over the phone.

Potential exit interview questions may include:

- Why have you decided to leave the organization?
- Did anything trigger your decision to leave?
- Was a single event responsible for your decision to leave?
- Have you shared concerns with anyone in the company prior to deciding to leave?
- Did anyone in this organization discriminate against you, harass you, or cause hostile working conditions? (important to follow up if response is ‘yes’)  
- How did the job match your expectations?
- Did you feel that the work you were doing aligned with your personal goals and interests?
- Did you have the tools and resources you needed to effectively do your job?
- Would you recommend this as a place for a friend to work?
- What could have been done for you to remain employed here?
- If you could change anything about your job or the company, what would you change?
- Did you feel a welcome part of the campus community?
- Were you able to connect with peers or mentors within the department? Outside of the department?

How exit interviews may be helpful
The interview responses should be accurately reported to human resources may be used as a tool to evaluate recruitment, selection and retention practices.
Resources

Organizations
Industry and division-specific organizations can be helpful resources before, during and after a search.

General administration

National Collegiate Athletic Association
ncaa.org
The National Collegiate Athletic Association is a member-led organization dedicated to the well-being and lifelong success of college athletes. The membership is comprised of about 1,100 colleges and universities, 100 athletics conferences, and 40 sports organizations devoted to the sound administration of intercollegiate athletics.

National Association of Collegiate Directors of Athletics
nacda.com
The National Association of Collegiate Directors of Athletics is the largest association of collegiate athletics administrators. Members include athletics directors, associate and assistant athletics directors, conference commissioners and affiliate individuals or corporations. NACDA’s partner organizations including:

- National Association of Division III Athletic Administrators (NADIII ADA)
- Division III Conference Commissioners Association (DIIICCA)
- Minority Opportunities Athletic Association (MOAA)
- College Sports Information Directors of America (CoSIDA)
- National Association of Collegiate Marketing Administrators (NACMA)
- National Association of Athletic Development Directors (NAADD)
- National Association for Athletics Compliance (NAAC)
- Collegiate Event and Facility Management Association (CEFMA)
- National Association of Academic Advisors for Athletics (N4A)

Division-specific administration

Division III Commissioners Association
diiicomm.org
The focal point of the Division III Commissioners Association is for the membership to learn together and share with each other by working closely with affiliated organizations such as the NCAA, NACDA, NADIIIADA, NACWAA, and the Division III Independents, creating a national synergy that allows all memberships to work in concert to improve communications and ultimately, service student-athletes.

National Association of Division III Athletic Administrators
nadiiiaa.org
NADIIIADA is comprised of more than 700 athletics administrators from over 350 institutions and conferences competing at the NCAA Division III level. The Association encourages the continued development of athletics programs focused on the student-athlete and based on sound educational principles and the Division III philosophy.
Advocates for Athletic Equity
aaesports.org
Advocates for Athletic Equity’s mission is to advocate and promote ethnic minority coaches for positions of leadership at all levels of sport. Through events, programming, professional development, mentoring and networking the AAE will work to increase the number of ethnic minority head coaches in the coaching industry and strive to make a difference for its membership and for future generations who want to pursue careers in coaching.

Chronicle of Higher Education
chronicle.com
The Chronicle of Higher Education is the number one source of news, information, and jobs for college and university faculty members and administrators. Online, The Chronicle is published every weekday and is the top destination for news, advice, and jobs for people in academe. In print, The Chronicle is published in two sections: Section A, which contains news and jobs, and The Chronicle Review, a magazine of arts and ideas.

National Association of Collegiate Women Athletics Administrators
nacwaa.org
The National Association of Collegiate Women Athletics Administrators is the premier leadership organization that empowers, develops, assists, celebrates, affirms, involves and honors women working in college sports and beyond. NACWAA takes a pro-active role in advancing women into positions of influence and powerfully shapes the landscape of women leaders.

National Association of Diversity Officers in Higher Education
nadohe.org
The National Association of Diversity Officers in Higher Education serves as the preeminent voice for diversity officers in higher education by supporting collective efforts to lead institutions toward: producing and disseminating empirical evidence through research to inform diversity initiatives; identifying and circulating exemplary practices; providing professional development for current and aspiring diversity officers; informing and influencing national and local policies; and creating and fostering networking opportunities.

NCAA leadership development
ncaa.org/leadershipdevelopment
NCAA leadership development provides education and training for college athletes, coaches and administrators to assist with the transition to life after college sports, to foster the growth of the next generation of leaders and to encourage athletics administrators to translate lessons learned through competition. Training sessions are also available for athletics administrators and coaches that provide opportunities to enhance their skills and advance their careers.

Coaching organizations
- Amateur Softball Association of America/USA Softball
- American Baseball Coaches Association
- American Football Coaches Association
- American Hockey Coaches Association
- American Volleyball Coaches Association
- College Swimming Coaches Association of America
Collegiate Rowing Coaches Association
Golf Coaches Association of America
Intercollegiate Men’s Lacrosse Coaches Association
Intercollegiate Tennis Association
National Association of Basketball Coaches
National Association of Collegiate Gymnastics Coaches/Women
National Fastpitch Coaches Association
National Golf Coaches Association
National Soccer Coaches Association of America
National Strength and Conditioning Association
National Wrestling Coaches Association
U.S. Fencing Coaches Association
U.S. Intercollegiate Lacrosse Association
U.S. Track & Field and Cross Country Coaches Association
U.S. Tennis Association
USA Basketball
USA Track & Field, Inc.
USA Volleyball
Women’s Basketball Coaches Association

Best practices

Interview dos and don’ts.

How to avoid biased interview questions.
Sample documents

Sample candidate evaluation sheet.
Sample job description (Full-time position)

INSTITUTION X

POSITION TITLE: Associate Director of Athletics

DEPARTMENT: Athletics

REPORTS TO: Director of Athletics

Institution X seeks applicants for an associate director of athletics. This position is responsible for the campus, conference and NCAA compliance of our 18 athletics programs and ensuring academic standards are maintain through campus services for our diverse group of 250 student-athletes. The successful candidate will report directly to the director of athletics and serve as an integral member of the senior management team, providing leadership and support in the areas of student services and compliance.

This individual works closely with the director of athletics, the faculty athletics representative, coaches and student-athletes and is expected to have experience working with multiple, diverse groups at one time.

Found in 1890, Institution X is located in City, ST and is a member of the Athletics Conference. Institution X provides almost 2,500 students with a well-rounded educational experience grounded in liberal arts and supports the growth of all its employees through employee resource groups, professional development opportunities and on- and off-campus engagement opportunities. Institution X is also committed to providing a diverse and inclusive culture to best support our student-athletes and departmental goals. Women and minorities are encouraged to apply.

Responsibilities: Monitoring institutional, conference and national policies; attending campus and conference meetings and serving on committees; meeting with campus academic liaisons; monitoring recruiting practices; serving as a sports team liaison; and other duties as assigned.

Education/Experience: Candidates must have a bachelor’s degree (a master’s degree is preferred) and a high-level of knowledge and a demonstrated experience of NCAA rules and academic oversight. Additionally, candidates should have evidence of effective leadership and the ability to manage others, especially those from diverse backgrounds include women, minorities and individuals with disabilities.

The successful candidate must complete a background check prior to being hired. Interested candidates should visit www.institutionx.edu/apply to submit an application. Review of candidates will begin immediately and continue until the position is filled.
Sample job description (Part-time position)

INSTITUTION X

POSITION TITLE: Assistant Men’s and Women’s Swimming Coach (Part time)

DEPARTMENT: Athletics

REPORTS TO: Head Men’s and Women’s Swimming Coach

Institution X seeks applicants for an assistant men’s and women’s swimming coach. This position is responsible for assisting the head coach with the swimming program on a part-time basis. This individual works closely with the head coach and student-athletes and is expected to have experience working with multiple, diverse groups at one time.

Found in 1890, Institution X is located in City, ST and is a member of the Athletics Conference. Institution X provides almost 2,500 students with a well-rounded educational experience grounded in liberal arts and supports the growth of all its employees through employee resource groups, professional development opportunities and on- and off-campus engagement opportunities. Institution X is also committed to providing a diverse and inclusive culture to best support our student-athletes and departmental goals. Women and minorities are encouraged to apply.

Responsibilities: Teach the skills necessary for a successful athletics program; assist in team practices and game day preparations; assist in the evaluation and recruitment of qualified prospective student-athletes; comply with all NCAA, Athletic Conference and Institution X rules and regulations and help to ensure all student-athletes do the same; work independently; be able to work evenings and weekends; travel locally, regionally and nationally to find prospective student-athletes is required and the candidate must have the ability to transport teams by van as needed.

Education/Experience: Bachelor’s degree and collegiate playing experience preferred. Knowledge of NCAA, Athletic Conference and Institution X rules and regulations preferred. Individuals must possess the skills and abilities or be able to teach and demonstrate all aspects of the sport they are assisting in perform all other essential functions of the job, with or without accommodation, using some other combination of skills and abilities.

Licenses: Current and valid driver’s license required. Successful completion of Institution X Van License A.

The successful candidate must complete a background check prior to being hired. Interested candidates should visit www.institutionx.edu/apply to submit an application. Review of candidates will begin immediately and continue until the position is filled.
Athletics Direct Report Institute
Program Update for the NCAA Division III Management Council
September 29, 2016

1. **Schedule.** The Athletics Direct Report (ADR) Institute extended to a two-day format to be held in conjunction with the 2017 NCAA Convention in Nashville, Tennessee. Schedule times are 2 to 6 p.m. Wednesday, January 18 and 8 a.m. to 4 p.m. Thursday, January 19.

2. **Planning Team.** The 2017 planning team includes Debbie Heida, vice president for student affairs Berry College; R. Brit Katz, vice president and dean of student life Millsaps College; Scott McGuiness, director of athletics (AD), Washington & Jefferson College; Mike Raters, dean of students, Wabash College; Denise Udelhofen, AD, Loras College; Leah Kareti, contractor for Division III; and Julie Muller, contractor for Division III.

3. **Agenda.** Objectives are unchanged from 2016, but several sessions have been updated. The 2017 topics include:
   a. Division III Philosophy.
   b. Athletics personnel management.
   c. Conference office engagement.
   d. NCAA 101.
   e. Examining the president/ADR/AD communications triad.
   f. Athletics budgeting.
   g. Luncheon on inclusive hiring practices (to include all Division III ADRs attending Convention).
   h. Student-athlete well-being.
   i. AD panel.
   j. Presidents panel.

4. **Participants.** The 2017 class was selected the first week of September. The roster is attached to this report.
<table>
<thead>
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<th>Nominee Name</th>
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<tr>
<td>John McCloskey</td>
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<td>Michael Frantz</td>
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<td>April Vari</td>
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<td>Margaret Hazlett</td>
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<td>Lynette Cook-Francis</td>
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<td>Ron Martel</td>
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<td>John Miller</td>
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<td>Kate Kenny</td>
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<tr>
<td>Adrian Haugabrook</td>
<td>Wheelock College</td>
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DIVISION III PROPOSED LGBTQ INITIATIVES
AND WORKING GROUP

Proposal: Establish a working group to examine the current and potential programming, resources, and recognition of the LGBTQ community and its allies in Division III to increase the engagement and collaboration at the institutional, conference and national levels.

Background: Currently the NCAA’s Office of Inclusion has several educational resources on LGBTQ issues that include best practices, terminology and organizational resources. The Office of Inclusion has also held two programs, Common Ground I and II, that provided a space to engage on how representatives of the LGBTQ and faith-based communities can work more cohesively in college sports and higher education, in support of the NCAA’s mission to serve its campuses and student-athletes representing the many diverse missions and philosophies of higher education.

While to date there are no Division III specific resources or programs, the NCAA’s Board of Governors has taken several actions related to LGBTQ issues. The recent actions include the development of the NCAA’s Resolution Reaffirming its Commitment to Cultural Diversity and Inclusiveness, the inclusion of a non-discrimination statement and questionnaire for the 2018-2022 championship bid process, and the decision to relocate scheduled 2016-17 NCAA national pre-determined championship events from North Carolina.

With recent passing of regional and state laws that are discriminatory in nature to the LGBTQ community, it may prove timely to provide resources and programs to assist the Division III membership as it addresses these complicated, and often emotionally charged, discussions.

Working Group Objectives and Outcomes: The working group would examine the current involvement and role of athletics departments related to LGBTQ resources and programming; develop a best practices resource; and collaborate with the Office of Inclusion and develop programming, as needed.

Possible outcomes may include the following:

• Partner with the Office of Inclusion to distribute a one-page resource detailing how to create a more inclusive athletics department. Highlight student-athlete role models.

• Programming in coordination with the April 2017 Inclusion Forum. Science shows that 90% of all educators, administrators and coaches will be heterosexual. Focus on how these educators can best find "comfort levels" to address LGBTQ student-athletes and their allies.

• Research “a safe space” certification program with an outside contractor, titled “LGBT SportSafe Inclusion Program”.

• Collaborate with Management and Presidents Councils, National SAAC, campus student affairs officers and the Office of Inclusion’s LGBTQ subgroup.
Division III Proposed LGBTQ Initiatives
And Working Group
Page No. 2

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- Establish annual recognition awards for outstanding support or overcoming adversity for students, administrators and coaches.

**Working Group Expectations:**

- Participate in periodic teleconferences and in-person meetings.
- Represent the working group at key meetings and events.
- Participate in the compilation and editing of data collection instruments, reports, best practices resource materials and working group communications.
- Advocate at the campus, conference and national levels for working group recommendations approved by the Division III governance structure.

**Composition:** Seven to 12 members. Geographic, gender and racial representation. Key constituents would include presidents, athletics direct reports, athletics directors, faculty athletics representatives, coaches and student-athletes.

**Process and Timeline:** Periodic (e.g., bi-monthly) conference calls conducted with one potential in-person meeting at the 2017 Inclusion Forum.

**Resources:** The 2016-17 Division III budget currently allocates $50,000 to support Division III working group initiatives. This working group would use approximately $15,000.
NCAA Division III and NASPA Alcohol and Other Drug Collaborative Update
September 29, 2016

1. **Registration Update.** 193 institutions are currently registered for 360 Proof (an increase of two since the July report). 739 Institutions are eligible to use the program for 2016-17. This is an increase of 26 over last year and reflects increases in Division III and NASPA Small College membership.

2. **Collaboration with the CORE Institute and American College Health Association (ACHA).** Work is underway to create modules (a series of additional questions) to add to the national alcohol-related surveys, CORE and NCHA, to address all relevant items in the 360 Proof self-study. Practically, this will mean that institutions can collect all information requested in the 360 Proof self-study by using one of these surveys. If an institution does not use either of these national surveys, it can create its own survey from the new 360 Proof module. Each organization has offered, in principle, to discount at least one service for 360 Proof users. As part of this relationship, 360 Proof will communicate the availability of the modules and discounted services from CORE and ACHA. Final approval is still required from both CORE and ACHA, which will be requested after the modules reach final draft.

3. **Learning Collaborative.** The remaining 2016-17 Learning Collaborative Webinar schedule is (all times are Eastern):

   a. Wednesday, November 30, 1 p.m.
   b. Wednesday, February 1, 2017, 1 p.m.
   c. Tuesday, March 7, 2017, 3 p.m.
   d. Wednesday, April 12, 2017, 1 p.m.

   The September session focused on the Federal Safe and Drug Free Schools and Campuses Act, and included record participation of 45 sites (individual log-ons that may have included more than one participant.) That session is posted on the 360 Proof portal and may be viewed here: [https://vimeo.com/183673937](https://vimeo.com/183673937)

4. **Outreach.** 360 Proof offered a demonstration booth and one-on-one technical assistance at the NCAA Regional Rules Seminar, June 14-15 in Dallas, TX, and will offer the same at the 2017 NCAA Convention. 360 Proof has reserved a booth for the 2017 NASPA Annual Conference (March), and has submitted proposals to offer education sessions at both the NAPSA Annual Conference and the NASPA Alcohol and Other Drug Strategies Conference (January 2017).

5. **Communications Plan.** The NCAA communications staff is assisting in the process to draft a preliminary communications and marketing plan and related request for proposal (RFP) for an outside agency to implement that plan. The target timeline includes sharing the draft RFP with the steering committee on its November 3 teleconference, and releasing shortly thereafter.
MEMORANDUM

October 3, 2016

VIA EMAIL

TO: Presidents and Chancellors ]
    Directors of Athletics ]
    Senior Woman Administrators ] – of NCAA Division III Member Institutions.
    Faculty Athletics Representatives ]
    Athletics Direct Reports ]

FROM: Eric Hartung, Associate Director of Research for Division III.

SUBJECT: Launch of the Division III Institutional Performance Program (IPP).

What is the IPP?

The IPP consolidates data your institution has already submitted to the Association into a user-friendly format with reporting and benchmarking functionality. It provides better visibility into your data with the hope it will facilitate better informed decisions and strategic planning on your campus. Click here for an overview of the IPP.

Why should I use the IPP?

- There is no extra work on your end. The data you annually submit to the NCAA is already in the system.

- A secured, powerful platform provides information you can rely on.

- The peer comparison feature lets you compare your school, privately, in all data categories to existing peers (for example, conference and all Division III) and to other peer groups of your own choosing.

How do I access the IPP?

You must have an ncaa.org account (user ID and password) and proper access. If you do, click here. If an account does not already exist, please contact your Single Source Sign-On (SSSO) administrator (typically the Director of Athletics). He or she can establish your account and assign you access to the IPP. Once access has been assigned and you have logged in, click the IPP icon.
Where does the data come from?

1. **Sports Sponsorship and Demographics Form** (due August 1st): Required submission of information for student-athletes, athletics administrators and coaches.

2. **Graduation Rates Data Collection System** (due June 1st): Required submission of student-body information and voluntary submission of student-athlete information.


All three systems are available to users with proper SSSO access [here](#).

How can the IPP help me?

- **ACADEMICS:** Review graduation rates data, including trends by gender, race/ethnicity and sport. Additional information about graduation rates can be found [here](#).

- **STUDENTS:** View your student-athlete data and compare their characteristics with those at peer institutions; view how your student-athletes compare with your entire undergraduate population in regard to gender and reported ethnicity/racial groups; compare sports sponsorship with peer institutions. Additional information about the diversity of your student-athletes can be found [here](#).

- **LEADERSHIP:** See breakdown of assistant and head coaches and administrators by gender, sport and race/ethnicity and compare their characteristics with peer groups and your conference. Additional information about the diversity of your coaches and athletics administrators can be found [here](#).

- **FINANCIAL:** View how expenses are trending; research compensation data for head and assistant coaches and administrators to compare against peer groups. Better understand the expense implications of adding a sport(s) to your athletics program. Additional information about the finances of intercollegiate athletics can be found [here](#).

Questions?

Contact Eric Hartung, [ehartung@ncaa.org](mailto:ehartung@ncaa.org), 317/917.6306
What is the IPP data management system?

- The IPP data management system consolidates data currently being submitted by Division III institutions into a more user-friendly format with reporting functionality.
- IPP provides leaders better visibility into their institutional data.
- The goal: to facilitate better informed decisions and strategic planning on campus.

How can IPP help me?

**ACADEMICS:** Review graduation rates data, including trends by gender, race/ethnicity and sport.

**STUDENTS:** View the data of your student-athletes and compare their characteristics with those at peer institutions; view how your student-athletes compare with your entire undergraduate population in regard to gender and reported ethnicity/racial groups; compare sports sponsorship with peer institutions.

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SUPPLEMENT NO. 27

GRADUATION RATE REPORT

WILL BE DISTRIBUTED

AT THE MEETING
Division III Faculty Athletics Representatives  
Engagement Working Group

Objective: To increase the engagement of Division III Faculty Athletics Representatives (FARs) at the institutional, conference and national levels.

Background

- The FAR was first mandated in 1989 with the adoption of NCAA Constitution 6.1.3. However, the duties of the position are determined by the member institutions.
- The position is intended to provide oversight of the academic integrity of the athletics program, serve as an independent advocate for student-athlete well-being, and support institutional control of the athletics program.
- Each of the 449 Division III active and provisional institutions have identified an FAR.
- Engagement at the national level has been uneven among Division III Institutions:
  - Thirteen percent of Division III FARs attended the 2015 Faculty Athletics Representatives Association annual meeting.
  - Seventeen percent of Division III FARs attended the 2016 NCAA Convention.
  - Over the last five years, one-half of all Division III institutions have not been represented by their FAR at either the NCAA Convention or the FARA annual meeting.
  - Twelve FAR’s are currently engaged in Division III committee work.
- Some important background information related to engagement comes from the 2011 study of Division III FARs:
  - Forty-nine percent indicated they had a position description.
  - Sixty percent reported they were appointed by their campus president without nomination by the faculty governing body.
  - Seventy-five percent reported spending five or fewer hours per week on their FAR responsibilities.
  - Less than half of FARs reported being satisfied with the support – financial, administrative, release time – they received from the institution to fulfill their responsibilities.
  - Approximately half of FARs reported engagement at the conference level (e.g., regular meetings, a defined role).
- Findings from a 2016 survey on compensation for FARs revealed 85 percent received no compensation of any kind – monetary or time-release – for their FAR role.

Working Group Objectives: Utilizing data (both historical and newly collected) and the expertise of the working group and others to:

- Better define the components of engagement.
- Determine the metrics to measure engagement.
- Establish appropriate benchmarks to assess engagement.
- Develop best practices resources to enhance and sustain engagement.
- Collaborate with appropriate groups to ensure consistency, effectiveness and accountability.
Working Group Member Expectations

• Participate in periodic teleconferences and in-person meetings.
• Represent the working group at key meetings and events.
• Participate in the compilation and editing of data collection instruments, reports, best practices resource materials and working group communications.
• Advocate at the campus, conference and national levels for working group recommendations approved by the Division III governance structure.

Working Group Roster

• Brad Bankston, Old Dominion Athletic Conference – commissioner.
• Kurt Beron, University of Texas, Dallas – faculty athletics representative.
• Les Canterbury, University of Redlands – faculty athletics representative.
• Ellen Faszewski, Wheelock College – faculty athletics representative.
• Dan Fisher, Landmark Conference – commissioner.
• Nancy Hubbard, Goucher College – faculty athletics representative.
• Scott Kilgallon, Webster College – director of athletics.
• Dennis Leighton, University of New England – faculty athletics representative.
• Cheryl Stuntz, St. Lawrence University – faculty athletics representative.
• Karen Thompson-Wolfe, Westminster College (MO) – faculty athletics representative.
• Michelle Walsh, Vassar College – director of athletics.
• One pending appointment.
DIVISION III IDENTITY INITIATIVE

**Division III Purchasing Website**
After signing a three-year contract extension (2016-2019), the Division III Purchasing Website is in its seventh year in operation, and its fifth year of management by Source One Digital. In September a new $500 credit was offered to institutions and conferences for purchases from the site during the 2016-17 year. Thus far, approximately 10 percent of the institutions and conference offices have used their credit, which ends on August 31 of 2017. Seventy-six (76) percent of Division III institutions and 88.1 percent of conference offices used their credit last year.

**Championships**
There are several new enhancements for the 2016-17 championships.
- In coordination with NCAA statistics, staff is creating an archived championships brackets section for each sport that will be housed within the Record Books section on NCAA.org. Click [here](#) to see an example.
- In order to better promote the Division III brand, all of our 2016-17 webcasted championships will have a live player branding graphic.
- To enhance the championship webcasts, we are committed to providing an on-site announcer for all Division III championships this year. We have also secured the addition of a fourth camera and/or an additional commentator at selected championships.

**Division III/D3SIDA Recognition Award**
A panel of Division III College Sports Information Directors of America (D3SIDA) members are in the midst of selecting a recipient for the Fall D3SIDA Recognition Award. The submission deadline is October 15. The Division III and D3SIDA Recognition Award is a partnership between the Division III governance staff and D3SIDA to honor the best work - including news releases, feature articles, videos, blogs and other materials - produced by Division III campus and conference athletics communication offices. Each top honoree, named three times annually, will receive a $1,500 credit to attend Division III Day at the 2017 CoSIDA convention in Orlando, Florida.

**Social Media**
The NCAA Division III Facebook has surpassed 24,200 fans, while the @NCAADIII Twitter feed has over 34,400 followers. The staff has developed a social media strategic plan to leverage social media as a primary channel for sharing the Division III story with current student-athletes, administrators, potential student-athletes, parents, and supporters.

In August, staff established #MotivationMonday, #ThrowBackThursday and #HappyFridays to be a part of the weekly posts for Division III social media. These post are unique in their own ways and create alternative ways of telling stories with a Division III photograph, along with a meaningful caption.

**Special Olympics**
Eighty-one (81) institutions and 13 conference offices reported Division III Special Olympics activities during the 2015-16 year involving approximately 7,500 Division III student-athletes and 10,100 Special Olympic athletes. The division dedicated just over 26,000 volunteer hours and raised a total of $40,827 as a result of these activities.
The division also donated an additional $61,759 to Special Olympics generated from Division III Week initiatives ($22,559) and championship and enforcement fines ($39,200). The total amount donated to Special Olympics from fiscal year 2015-16 was $102,586.

Staff continues to encourages schools and conferences to report their events.

**Website Content**
NCAlA.org continues to provide Division III with additional opportunities to use its home page to share more stories portraying its unique student-athlete experience. The page regularly highlights Division III feature stories from sources such as member websites and Champion magazine, and videos produced by the NCAA and by member schools and conferences. Sports information directors are encouraged to send human interest stories and record-breaking performances to d3identity@ncaa.org.

**Division III Week**
The sixth annual Division III Week will occur **April 3-9, 2017**.
From:
    Stevie Baker-Watson

Email Address:
    steviebaker-watson@depauw.edu

Conference Visited:
    Upper Midwest Athletic Conference

Date:
    August 9, 2016

Attendees:
    ADs, SWAs

Division III Campus Issues to Report:
    Nothing at this time.

Hot Topics/Initiatives

    Board of Governors (BOG) Initiatives (e.g., composition, diversity)
        Nothing to report. UMAC had proposed legislation to change composition of BOG, increasing number of Division II and Division III representatives.

    Playing and Practice Season Review:
        Were not in favor of split seasons related to baseball and softball.

    Division III Initiatives:
        Supported continuing programming to increase diversity and inclusion (EMWIG and SAMG).

    Fair Labor Standards Act (FLSA):
        Remarked that application of FLSA is confusing since individual institutions can determine specific compliance with FLSA.

    2017 NCAA Convention:
        Nothing to report.

    Sport Science Institute Updates:
        Discussed upcoming legislation regarding unchallengable and autonomous authority and designation of athletics healthcare administrator. Those in attendance were very receptive to legislation and did not push back as "unfunded mandate".

Other General Comments:
    Nothing to report.
DIVISION I
ACADEMIC MISCONDUCT –
APPLICATION OF NEW
LEGISLATION

Azure Davey
Academic and Membership Affairs

Presentation Overview

- History/Legislative Background.
- Case studies.
- Campus implementation.
  - Best practices.
- Resources.
HISTORY & LEGISLATIVE OVERVIEW

Basis for Legislative Review

• 1983 last legislative update to existing national framework.

• Media and congressional attention.

• Student-athletes’ integral role in student body.

• Lack of clarity & consistency to existing approach.
Legislative Process

Targeted review of academic misconduct legislation and regulatory structure. (+/- 3 years)

Core principles identified → proposed legislation developed. (+/- 1 ½ years)

Academic integrity proposal sponsored. (Summer 2015)

Continued membership outreach and proposal refinement.

Proposal adopted. Effective, August 1, 2016. (April 2016)

Institutional Policies & Procedures

Old

• Not required.

Current

• Maintain and follow policies and procedures regarding academic misconduct that are:
  • Written;
  • Accessible; and
  • Apply to general student body.

• Content and scope determined by institution.
Academic Misconduct: Staff Involvement

**Old**

- Conduct violates institution’s academic misconduct policies and either:
  - Results in falsification of student-athlete’s academic record; or
  - Enables student-athlete to compete.

**Current**

- Conduct violates institution’s academic misconduct policies and either:
  - Results in falsification of student-athlete’s academic record;
  - Enables student-athlete to compete or receive athletics aid; or
  - Involves an institutional staff member or booster.

**Academic Misconduct: Staff Involvement Diagram**

**Old:**

- Conduct violates the institution’s academic misconduct policies & procedures
  - Arrangement of fraudulent academic credit or false transcripts?
  - Competed based on erroneous declaration of eligibility?

  - Yes to either? -or- No to both?

  - NCAA 10.1.09 Violation
  - No NCAA 10.1.09 Violation

**Current:**

- Conduct violates the institution’s academic misconduct policies & procedures
  - Alteration or falsification of transcript or academic record
  - Institutional staff or booster involvement?

  - Yes to any? -or- No to all?

  - NCAA Academic Misconduct Violation
  - No NCAA Violations
Staff Involvement

- Institutional staff members shall not be involved in:
  - Conduct that violates the institution’s written policies & procedures regarding academic misconduct;
  - Falsification or alteration of the student-athlete’s academic record;
  - Knowing submission of erroneous APP data; nor,
  - Impermissible academic assistance.

<table>
<thead>
<tr>
<th>Institutional Staff Members</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Non-Student Staff</strong></td>
</tr>
<tr>
<td>• Performs work for institution.</td>
</tr>
<tr>
<td>• Regardless of compensation.</td>
</tr>
<tr>
<td>• Includes work within the athletics department.</td>
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</tbody>
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Impermissible Academic Assistance: Reduced Scope

Extra Benefit

- Impermissible Academic Assistance

Must meet all criteria:

1. Assistance/exception does not violate institution’s misconduct policies; however,
2. Assistance/exception provided is not generally available to all students;
3. Assistance/exception provided is not already permitted by NCAA Bylaw 16.3 (e.g., general academic support);
4. Assistance/exception was substantial;
5. Institutional staff member/booster was involved; and
6. Leads to eligibility.
Extra Benefit v. Impermissible Academic Assistance

Old:

Academic assistance or exception provided is not generally available to other students on institution's campus on a basis unrelated to athletics ability.

- Yes?
  - NCAA Extra Benefit Violation
- No?
  - No NCAA Violation

Current:

Conduct does not violate institution’s academic misconduct policies & procedures

- Yes to all?
  - No NCAA Violations
- No to any?
  - NCAA Impermissible Academic Assistance Violation

Adopted Framework – Full Picture

Did conduct violate the institution’s academic misconduct policies & procedures?

If Yes
- Alteration or Falsification of Transcript or Academic Record
- Compensated or Received Aid Based on Erroneous Declaration of Eligibility?
  - Yes to any?
    - NCAA Academic Misconduct Violation
  - No to all?
    - No NCAA Violations

If No
- Institutional Staff or Booster Involvement?
  - Yes?
    - NCAA Impermissible Academic Assistance Violation
  - No?
    - No NCAA Violations

1. Substantial academic assistance or exception;
2. Not generally available to institution’s students;
3. Not permissible under Bylaw 16.3;
4. Provided by current or former institutional staff or representative of athletics interests; and
5. Results in certification of eligibility.
REPORT OF THE
NCAA BOARD OF GOVERNORS
AUGUST 3, 2016
MEETING

KEY ITEMS.

- None.

ACTION ITEMS.

- None.

INFORMATIONAL ITEMS.

1. **Welcome and announcements.** NCAA Board of Governors Interim Chair Jay Lemons, convened the meeting at 2 p.m. and requested members of the Board of Governors to make introductions. NCAA staff confirmed that a quorum was present. Lemons specifically welcomed new members Bud Peterson of Georgia Institute of Technology and Samuel Stanley of Stony Brook University to their first in-person Board of Governors meeting. He thanked for their service, Gene Block of the University of California, Los Angeles, Harris Pastides of the University of South Carolina, Columbia and Stan Albrecht of Utah State University who were attending their last meeting, as well as David Leebron (in absentia) of Rice University. And, he welcomed Eli Capilouto of the University of Kentucky and Steven Leath of Iowa State University, as well as Eric Kaler (in absentia) of the University of Minnesota and Philip DiStefano (in absentia) of the University of Colorado, Boulder, who were invited to observe and will begin their service on the Board of Governors immediately following the meeting.

2. **Matters unanimously approved by way of the Consent Agenda.** Without discussion, the Board of Governors members reviewed the report of its April 2016 meeting and receipt of the written regulatory affairs priorities and written sports wagering update (including a letter from Las Vegas Events regarding potential bids for NCAA Championship events). It was moved and properly seconded; and

   *It was unanimously VOTED.*

   "To approve the consent agenda."

3. **NCAA President's report.** NCAA President Mark Emmert further thanked outgoing members of the Board of Governors and reflected on the fact that most of the governors were relatively new to the body and only one was present when certain discussions were had on key policy issues four years ago. President Emmert briefly described the progress that has occurred in college sport over the last several years recognizing that further improvements were underway. He provided a summary of his views of key issues on the current agenda of the Board of Governors.

   President Emmert then facilitated a discussion of the Board of Governors around the global, national and regional societal issues that impact intercollegiate athletics. The issues included a need for understanding, planning and advancement in the areas of race relations and representation, gender identity tolerance, protection against relationship violence and appreciation for differences in the membership including religious, secular and financial. Specifically, he focused the group on
the various roles at the national, conference and campus levels, recognizing that each had a role to play.

Lastly, President Emmert reflected on his recent international engagement and indicated that he planned for the Association to provide more information globally about the value of the American intercollegiate athletic system.

4. **Creation of an Association-wide Student Athlete Advisory Committee.** NCAA Executive Vice President Donald M. Remy and NCAA Chief of Staff Cari Van Senus presented to the Board of Governors a concept to create an Association-wide ad hoc committee focused on the facilitation of dialogue within the student-athlete community and providing student input on issues, policy, and the execution of key initiatives that cut across all three divisions. Remy and Van Senus described the need for such a committee, the involvement of a former Division I SAAC member in its inception and creation, and the next steps. It was moved and properly seconded; and

   *It was unanimously VOTED.*

   “The NCAA Board of Governors requests that the proposal to create and appoint members to a new Board of Governors Association-wide Student Athlete Advisory Committee be discussed by each of the divisional Student Athlete Advisory Committees and an initial recommendation on structure and role be provided to the Board of Governors by January 2016.”

5. **Law, policy and governance strategic discussion.** Facilitated by NCAA Executive Vice President and Chief Legal Officer Donald M. Remy.

   a. **Policies and procedures.** The Board of Governors discussed the Policies, Procedures and Legislative Authority Manual. Remy provided a historical perspective on the development of the document and highlighted specific provisions including fiduciary duties, voting procedures, secure board communications, Association-wide governance structure and committees, policymaking authority, delegations of authority, conflicts of interest, and defense and indemnification. Upon request, staff committed that a full briefing on the defense, indemnification and insurance coverage and policies would occur at a subsequent meeting. It was moved and properly seconded; and

   *It was unanimously VOTED*  

   “The NCAA Board of Governors approves as final the August 2016 draft of the NCAA Board of Governors Policies, Procedures & Legislative Authority Manual. The NCAA Board of Governors authorizes NCAA staff to make administrative edits to the Manual to place in the proper style and format, as well as to correct any non-substantive inconsistencies or typographical errors. The manual will be reviewed by the Board of Governors for update on an annual basis at each August Meeting.”

   b. **Government relations.** The Governors received a brief verbal report to supplement the written materials on government relations activity. Remy noted that consistent with the instructions of
the governors, significant progress had been made on the passage of daily fantasy sports laws across the country that prohibited competition on college sports. Further, Remy commented on the progress of discussions with members of Congress and their staffs on the NCAA positions regarding the health, safety and wellness of student athletes.

c. **Sport Science Institute.** Remy commented on the strategic priorities of the Sports Science Institute: cardiac health; concussion; doping and substance abuse; mental health; nutrition, sleep and performance; overuse injuries and periodization; sexual assault and interpersonal violence, athletics health care administration; and data-driven decisions. He indicated that NCAA Chief Medical Officer Brian Hainline, would present at the Presidential Breakfast on August 4, 2016 and each Governor would be able to ask questions of him at that time.

d. **Legal and litigation.** Managing Director and General Counsel Scott Bearby facilitated a strategic privileged discussion regarding four matters of ongoing litigation. It was requested and agreed that staff would publish Frequently Asked Questions (FAQ) regarding the contact information production obligations required by the court in the preliminarily approved settlement in the Arrington case.

6. **NCAA Board of Governors Finance and Audit Committee report.** Finance and Audit Committee Chairman President Daniel Papp, resigned his seat on the Board of Governors effective June 20, 2016, when he retired from his presidency at Kennesaw State University. Interim Chair of the Board of Governors, Jay Lemons, was appointed acting chair of the Finance and Audit Committee and presented the report of the Committee.

a. **FY 2016-17 external and internal audit plan.** President Lemons described the Deloitte (external) financial audit plan for the 2015-16 fiscal year and the internal audit plan presented to the committee by internal audit Director Jim Brown, and indicated the committee had no concerns with the materials presented. The committee sought and received the Board’s acceptance of the plans. It was moved and properly seconded; and

   *It was unanimously VOTED.*

   “To accept the external audit plan from Deloitte for the 2016-2017 fiscal year.”

   *It further was unanimously VOTED*

   “To approve the internal audit plan from the internal audit Director for the 2016-2017 fiscal year.”

b. **NCAA Presidents recommendations and requests for FY 2016-17 budget.** President Lemons outlined the criteria by which the FY2016-17 budget requests were allocated, including President Emmert’s goals of maintaining championships, supporting student-athlete initiatives and maximizing productivity and services to the membership. He then reported on the Association’s proposed budget for 2016-17. The proposed total budget is $945,645,239, which includes requests presented to the committee by Chief Financial Officer Kathleen McNeely, of $38,429,735.
President Lemons highlighted the following areas of the budget, indicating that the full details were included in the written materials.

- A $14.9 million increase to the Division I distribution.
- Increases to the Division II and Division III allocation of $2.7 million.
- Division I championship spend increased $3.5 million.
- A $13 million upward adjustment to better reflect 3rd party legal fees. This moves the 3rd party legal fees budget to $20 million, consistent with trends in costs and spend. This adjustment is made counter to an adjustment in ticket sales allocation which have historically been budgeted low.
- Total compensation increases of $3.8 million. For the fourth year in a row the NCAA is maintaining 514 full-time positions.

President Lemons reflected that the Committee approved the budget as proposed and recommended approval by the full board. It was moved and properly seconded; and

It was unanimously VOTED.

"To approve the fiscal year 2016-2017 budget."

c. **NCAA Quasi-Endowment Policy amendment.** President Lemons presented information on the Quasi-Endowment Policy. Based upon a prior action of the Board of Governors funding for the one-time $200 million Division I distribution in the spring of 2017 will be drawn from the NCAA Quasi-Endowment. As such, President Lemons reported that the Finance and Audit Committee recommends adding language to the Quasi-Endowment policy to explicitly authorize approaches to execute on this action. It was moved and properly seconded; and

It was unanimously VOTED.

"To add the following language to the NCAA Quasi-Endowment Policy

“The NCAA anticipates making a $200 million distribution to Division I member institutions in the spring of 2017. The NCAA may choose to incrementally raise cash needed to make this distribution over the course of up to 12 months prior to the distribution. Any cash that is raised and earmarked for the distribution will be excluded when considering the Quasi-Endowment’s actual asset allocation relative to the target allocation and permissible ranges outlined in the policy.”

d. **Third quarter fiscal year 2015-16 budget-to-actual review.** President Lemons reported together with the Chief Financial Officer that the committee reviewed a comparison of actual
revenues and expenses versus budgeted revenues and expenses during the third quarter of the current fiscal year (2014-15) and advised that the Association is on track to meet budget. President Lemons reported that the Committee understood all significant variances and had no concerns.

7. **Campus Sexual Violence report.** Hainline and Van Senus provided a report on various initiatives regarding the Association’s efforts to combat campus sexual violence through engagement, education and action. Specifically, they reported on meetings they had with Brenda Tracy and Darius Adams regarding their petition on Change.Org. Hainline and Van Senus then provided the Governors with an update on the work of the Sexual Violence Task Force, including an upcoming tool kit to be released this fall. They gave insight into the development and publication of the NCAA Handbook - “Addressing sexual assault and interpersonal violence: athletics role in supporting healthy and safe campuses.” And, they facilitated a discussion of the Governors on the creation of an Ad hoc Committee on Sexual Violence to include members internal and external to the membership. It was properly moved and seconded; and

*It was unanimously VOTED*

“To create an Ad hoc Committee focused on issues of sexual violence on college campuses. The Committee will be composed of college presidents and chancellors, experts in the fields of student services and assault prevention, student athletes, athletics administrators and other leaders. Among its tasks, the Committee will focus on strategies for prevention and continued education about sexual violence at colleges and universities, defining the role of the NCAA, conferences and campuses in these efforts, and specifically examine the issue of eligibility for competition of student-athletes who have been perpetrators in incidents of sexual violence.”

The Committee must provide its first report at the January 2017 meeting of the Board of Governors.

Further discussion ensued about potential legislative action for the Association led by the NCAA President. The Board expressed a consensus reaffirmation of the 2014 resolution of the then Executive Committee and directed that the same be republished as a current expression of the views of the Governors. Specifically, it also was noted that the resolution included expectations that campuses:

- Comply with campus authorities and follow campus protocol for reporting incidents of sexual violence.
- Educate student-athletes, coaches and staff about sexual violence prevention, intervention and response.
- Assure compliance with all federal and applicable state regulations related to sexual violence prevention and response.

*Report is not final until approval of the Board of Governors*
• Cooperate with, but not manage, direct, control or interfere with college or university investigations into allegations of sexual violence, ensuring investigations involving student-athletes and athletics department staff are managed in the same manner as all other students and staff on campus.

After discussion, the Board concluded that portions of the resolution should be considered for adoption into binding NCAA legislation. It was properly moved and seconded; and

It was unanimously VOTED

“To request that each of the divisions consider passage of consistent legislation that would place into NCAA by-laws expectations from the 2014 Executive Committee resolution.”

8. Ad hoc Committee on Structure and Composition, President Judy Bense reported on the successful work of the committee and discussed the report of its August 1 meeting. After discussions with each of the divisional bodies on a possible change in composition of the Governors, the Ad hoc Committee proposed that the governors endorse a resolution that reflects the sense of the divisional leadership and a path forward. It was moved and properly seconded; and

It was unanimously VOTED

“To accept the August 1, 2016 Report of the Ad hoc Committee on Structure and Composition.”

Further, it was unanimously VOTED

“That the NCAA Board of Governors adopts the following Resolution:

Board of Governors Resolution on review of its roles, responsibilities and composition.

WHEREAS the NCAA Division I Board of Directors and NCAA Divisions II and III Presidents Councils recognize the critical role the Board of Governors plays in the governance of intercollegiate athletics on behalf of the entire Association; in particular, the Governors’ role in providing final approval and oversight of the Association’s budget and strategic planning, identifying core issues that affect the Association, acting on behalf of the Association by adopting and implementing policies to resolve core issues, initiating and settling litigation, and employing the NCAA president; and

WHEREAS the Board of Governors (previously “NCAA Executive Committee”) began a recent examination of the role, function, purpose and structure of the Governors in 2013; and

WHEREAS the early results of the examination included a name change to the Board of Governors to be more aligned with similar bodies that oversee higher education matters, the creation and election of a vice chair from a division different than the chair, and the adoption and publishing of an integrity model of duties that better reflected the values underlying the constitutional duties of the Board of Governors; and

WHEREAS the Board of Governors recognized the need for an ongoing assignment to also evaluate its composition, the Governors re-established an Ad hoc Committee on Structure and Composition to conduct this examination; and

WHEREAS the composition of the Ad hoc Committee was balanced across divisions, consisting of two representatives from each division (chair and vice chair) and the Board of Governors chair; and

WHEREAS the Ad hoc Committee’s work was instrumental in evaluating and gathering input on possible new structures of the Governors, including through a membership survey and a related forum at the 2016 NCAA Convention; and

WHEREAS discussions around the possible new structures resulted in a reaffirmation that all divisions must support the Board of Governors’ role in addressing core issues impacting the Association, and that this role is best served when all divisions provide meaningful input and perspectives to address and resolve the core issues impacting intercollegiate athletics; and

WHEREAS these discussions also reaffirmed that the responsibility to identify core issues that affect the Association, and act on behalf of the Association by adopting and implementing policies to resolve core issues, should always remain with a divisionally-diverse Board of Governors; and

WHEREAS these discussions resulted in a recognition that divisional differences within the Board of Governors responsibilities should be accounted for when appropriate, particularly in the area of Division I oversight for its budget and financial matters disproportionately impacting Division I; and

WHEREAS any changes to the composition and structure to the Board of Governors should be considered in conjunction with a continued review of the issues as noted above.

NOW THEREFORE, IT IS RESOLVED that the Board of Governors ask the Division I Board of Directors, and Divisions II and III Presidents Councils to provide an initial report to the Ad hoc Committee on Structure and Composition not later than October 2016 and that the Ad hoc Committee continue to work with the Board and Councils and provide a follow up report to the Governors in January 2017 and that final reports be presented in April 2017 that addresses the following items:

Report is not final until approval of the Board of Governors
• Evaluate the integrity model of the Board of Governors and identify any areas or sub-areas within the Board of Governors’ responsibilities that may be best left to each divisional structure to address (either within the Board of Governors structure or through the Division I Board of Directors and Divisions II and III Presidents Councils).

• Having identified these issues, provide recommendations to the Ad hoc Committee to better reinforce the Association-wide commitment to addressing and resolving core issues while providing for divisional decision-making delegated authority when appropriate.

• Having identified these issues, provide recommendations to the Ad hoc Committee as to changes in the compositional structure that considers the appropriate (and potential increased) representation from Divisions I, II and/or III on the core issues.

• Recommendation as to whether the Board of Governors would be strengthened if some or all of the Board of Governors’ membership were “untethered” from the divisional presidential bodies (Division I Board of Directors, Divisions II and III Presidents Councils), thus potentially increasing the number presidents in the governance of intercollegiate athletics, while allowing for a more focused engagement in the governance structure.

BE IT FURTHER RESOLVED that a final recommendation be considered by the Board of Governors not later than April 2017.

President Lemons commented that the work of the Ad hoc Committee would continue to implement this resolution and noted that it was important to have continuity on the committee, including possibly asking members Presidents Pastides and Bense to continue to serve as ex-officio members even though their term on the Governors had expired.

9. Ad hoc Committee to Promote Cultural Diversity and Equity. President Lemons, reminded the body of the Ad hoc Committee’s Association-wide leadership and composition. In addition to President Lemons, Susquehanna University (Division III), Chancellor Deborah Ford, University of Wisconsin, Parkside (Division II) and President Michael Drake, The Ohio State University (Division I) serve as co-chairs. In his reflections to the Governors, President Lemons described the progress of the Ad hoc Committee initiatives. One of those initiatives is to seek broad-based support for a voluntary membership pledge. The objective of the pledge is to promote diversity, gender equity and inclusion in hiring practices across the membership and the national office.

NCAA Chief Inclusion Officer Bernard Franklin discussed the feedback received from the membership on the pledge and the support for the current version. Franklin further discussed the planned process for the rollout of the pledge. He facilitated a conversation of the Governors, receiving additional favorable input and requests that they each be given immediate opportunities
to subscribe to the pledge as representatives of their colleges and universities. It was moved and properly seconded; and

*It was unanimously VOTED*

_The NCAA Board of Governors formally adopts the following “NCAA Pledge and Commitment to Promoting Diversity and Gender Equity in Intercollegiate Athletics” as the position of the Association with an expectation that each NCAA chief executive assure that his/her institution commits and adheres to its principles and values._

_“Consistent with our mission and values, [NAME OF NCAA MEMBER HERE], a member institution of the National Collegiate Athletic Association (NCAA), pledges to specifically commit to establishing initiatives for achieving ethnic and racial diversity, gender equity and inclusion with a focus and emphasis on hiring practices in intercollegiate athletics to reflect the diversity of our membership and our nation._

_“We recognize and value the experiences individuals from diverse backgrounds bring to intercollegiate athletics. To that end, we will strive to identify, recruit and interview individuals from diverse backgrounds in an effort to increase their representation and retention as commissioners, athletics directors, coaches and other athletics leadership positions. As part of this commitment we will also engage in a regular diversity, inclusion and equity review to inform campus policy and diversity initiatives._

_“We understand this to be a collective responsibility we owe to student-athletes, staff, our athletics programs and the entire campus community.”_

10. **Championship host bidding criteria.** The Governors received a report from NCAA Executive Vice President Mark Lewis and Bearby on actions taken by the Ad hoc Committee to Promote Cultural Diversity and Equity, meeting the Governors requirement that when awarding contracts to host events, the selection process will include as one of many criteria that each bidder must provide a statement certifying its ability to deliver and maintain an environment that is safe, healthy and free of discrimination.

Lewis and Bearby described the questionnaire that had been issued to bidders and the process for its completion together with the planned process for completion of a similar requirement for those who previously have been awarded bids to host championships and other NCAA non-championship events. Lewis facilitated a discussion of the planned methodology to review bids, including the role of the staff, the championships committees and the Ad hoc Committee. It was noted that some of the decisions on access to championships may require the input of the full board of governors.
11. Report from the Executive Committee and election of new chair. President Lemons reported on matters considered and concluded in the Executive Committee meeting earlier in the day including management’s performance and compensation plans. Further, he reported that the Executive Committee unanimously nominated President Bud Peterson to serve as the next chair of the Board of Governors. Taking the Executive Committee’s nomination as a motion,

*It was unanimously VOTED*

*That President Bud Peterson of Georgia Institute of Technology, having met all requirements, will serve as the chair of the board of governors commencing immediately for a period of two years thereafter unless otherwise modified.*

12. Executive session. The Governors concluded its meeting in executive session to discuss various administrative matters.

13. Adjournment. The meeting was adjourned at approximately 6 p.m.

14. Future meeting dates.

- October 26, 2016, NCAA national office.

*Board of Governors interim chair: Jay Lemons, president of Susquehanna University.*

*Staff liaisons: Donald M. Remy, law, policy and governance.*

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<tr>
<th>Attendees- Board of Governors Only</th>
<th>Absentees</th>
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<tr>
<td>Stan Albrecht, Utah State University</td>
<td>John Hitt, University of Central Florida</td>
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<td>Gene Block, University of California, Los Angeles</td>
<td>David Leebron, Rice University</td>
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<td>LTG. Robert Caslen, Jr., United States Military Academy</td>
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<td>Alan Cureton, University of Northwestern</td>
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<td>Mark Emmert, NCAA</td>
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<td>Dianne Harrison, California State University, Northridge</td>
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<td>Glendell Jones, Jr., Henderson State University</td>
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<td>L. Jay Lemons, Susquehanna University</td>
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<td>Rod McDavis, Ohio University</td>
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<td>Jacqie McWilliams (Non-Voting), Central Intercollegiate Athletic Association</td>
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<td>Harris Pastides, University of South Carolina, Columbia</td>
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<td>Baker Pattillo, Stephen F. Austin State University</td>
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<td>Bud Peterson, Georgia Institute of Technology</td>
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<td>Jim Phillips, Northwestern University</td>
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<td>Tracey Ranieri, State University of New York, Oneonta</td>
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<td>Joseph Savoie, University of Louisiana, Lafayette</td>
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<td>Kirk Schulz, Kansas State University</td>
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<td>Steve Scott, Pittsburg State University</td>
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<td>Samuel Stanley, Stony Brook University</td>
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*Report is not final until approval of the Board of Governors*
Other Participants
Scott Bearby, NCAA staff
Greg Boylan, United States Military Academy
Eli Capilouto, University of Kentucky
Lynn Durham, Georgia Institute of Technology
Dan Dutcher, NCAA staff
Kimberly Fort, NCAA staff
Bernard Franklin, NCAA staff
Terri Steeb Gronau, NCAA staff
Terry "Neal" Hilderbrand, U.S. Military Academy
Steven Leath, Iowa State University
Kevin Lennon, NCAA staff
Mark Lewis, NCAA staff
Oliver Luck, NCAA staff
Kathleen McNeely, NCAA staff
Donald M. Remy, NCAA staff
Cari Van Senus, NCAA staff
Dave Schnase, NCAA staff
Amy Schwarb, NCAA staff
Cory Stamp, U.S. Military Academy

Report is not final until approval of the Board of Governors
Consistent with our mission and values, [NAME OF NCAA MEMBER HERE*], a member institution of the National Collegiate Athletic Association (NCAA), pledges to specifically commit to establishing initiatives for achieving ethnic and racial diversity, gender equity and inclusion with a focus and emphasis on hiring practices in intercollegiate athletics to reflect the diversity of our membership and our nation.

We recognize and value the experiences individuals from diverse backgrounds bring to intercollegiate athletics. To that end, we will strive to identify, recruit and interview individuals from diverse backgrounds in an effort to increase their representation and retention as commissioners, athletics directors, coaches and other athletics leadership positions. As part of this commitment we will also engage in a regular diversity, inclusion and equity review to inform campus policy and diversity initiatives.

We understand this to be a collective responsibility we owe to student-athletes, staff, our athletics programs and the entire campus community.

_________________________________
Member Institution Chancellor/President

Endorsed by the National Association of Collegiate Women Athletics Administrators (NACWAA)
NCAA to relocate championships from North Carolina for 2016-17

September 12, 2016 6:10pm

Based on the NCAA's commitment to fairness and inclusion, the Association will relocate all seven previously awarded championship events from North Carolina during the 2016-17 academic year. The NCAA Board of Governors made this decision because of the cumulative actions taken by the state concerning civil rights protections.

In its decision Monday, the Board of Governors emphasized that NCAA championships and events must promote an inclusive atmosphere for all college athletes, coaches, administrators and fans. Current North Carolina state laws make it challenging to guarantee that host communities can help deliver on that commitment if NCAA events remained in the state, the board said.

“Fairness is about more than the opportunity to participate in college sports, or even compete for championships,” said Mark Emmert, NCAA president. “We believe in providing a safe and respectful environment at our events and are committed to providing the best experience possible for college athletes, fans and everyone taking part in our championships.”

The board stressed that the dynamic in North Carolina is different from that of other states because of at least four specific factors:

- North Carolina laws invalidate any local law that treats sexual orientation as a protected class or has a purpose to prevent discrimination against lesbian, gay, bisexual or transgender individuals.
- North Carolina has the only statewide law that makes it unlawful to use a restroom different from the gender on one’s birth certificate, regardless of gender identity.
- North Carolina law provides legal protections for government officials to refuse services to the LGBT community.
- Five states plus numerous cities prohibit travel to North Carolina for public employees and representatives of public institutions, which could include student-athletes and campus athletics staff. These states are New York, Minnesota, Washington, Vermont and Connecticut.

“As representatives of all three divisions, the Board of Governors must advance college sports through policies that resolve core issues affecting student-athletes and administrators,” said G.P. “Bud” Peterson, Board of Governors chair and Georgia Institute of Technology president. “This decision is consistent with the NCAA’s long-standing core values of inclusion, student-athlete well-being and creating a culture of fairness.”

These seven championship events will be relocated from North Carolina for 2016-17:

- 2016 Division I Women’s Soccer Championship, College Cup (Cary), Dec. 2 and 4.
- 2016 Division III Men’s and Women’s Soccer Championships (Greensboro), Dec. 2 and 3.
- 2017 Division I Men’s Basketball Championship, first/second rounds (Greensboro), March 17 and 19.
Emmert said the NCAA will determine the new locations for these championships soon.

“The NCAA Constitution clearly states our values of inclusion and gender equity, along with the membership’s expectation that we as the Board of Governors protect those values for all,” said Susquehanna University President Jay Lemons, vice chair of the Board of Governors and chair of the ad hoc committee on diversity and inclusion. “Our membership comprises many different types of schools – public, private, secular, faith-based – and we believe this action appropriately reflects the collective will of that diverse group.”

Historically, the Association has taken steps to ensure its championship environment is consistent with its values. The NCAA bans championships in states where governments display the Confederate battle flag or authorize sports wagering and at schools that use hostile and abusive Native American imagery.

The only championship events that can be hosted in North Carolina this academic year are those that are decided when student-athletes earn the opportunity to play a championship on their own campus. The Board of Governors said this decision to allow these championships – called nonpredetermined sites – to be played in North Carolina is consistent with the NCAA’s commitment to student-athletes.

Based on an April directive from the Board of Governors, which represents all three divisions, cities interested in hosting future NCAA championships completed a questionnaire this summer that required sites to provide information about any local anti-discrimination laws; provisions for refusal of services; and other facility-specific information.

A group of representatives from NCAA schools will continue to evaluate these responses to determine which locations can host future championships. These decisions, typically announced in early December, will be delayed until next year, Emmert said.

Media Contact

Stacey Osburn
NCAA Director of Public and Media Relations
NCAA
317-917-6117
WHEREAS the NCAA Division I Board of Directors and NCAA Divisions II and III Presidents Councils recognize the critical role the Board of Governors plays in the governance of intercollegiate athletics on behalf of the entire Association; in particular, the Governors’ role in providing final approval and oversight of the Association’s budget and strategic planning, identifying core issues that affect the Association, acting on behalf of the Association by adopting and implementing policies to resolve core issues, initiating and settling litigation, and employing the NCAA president; and

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- Having identified these issues, provide recommendations to the Ad hoc Committee to better reinforce the Association-wide commitment to addressing and resolving core issues while providing for divisional decision-making delegated authority when appropriate.

- Having identified these issues, provide recommendations to the Ad hoc Committee as to changes in the compositional structure that considers the appropriate (and potential increased) representation from Divisions I, II and/or III on the core issues.

- Recommendation as to whether the Board of Governors would be strengthened if some or all of the Board of Governors’ membership were “untethered” from the divisional presidential bodies (Division I Board of Directors, Divisions II and III Presidents Councils), thus potentially increasing the number presidents in the governance of intercollegiate athletics, while allowing for a more focused engagement in the governance structure.

BE IT FURTHER RESOLVED that a final recommendation be considered by the Board of Governors not later than April 2017.
Proposed Divisions II and III Legislation: Independent Medical Care

A white paper submitted by:
The Committee on Competitive Safeguards and Medical Aspects of Sports
NCAA Sport Science Institute

October 2016
EXECUTIVE SUMMARY

What is the purpose of the white paper?
The white paper explains the origins, rationale and key components of the proposed independent medical care legislation. It also discusses the potential impact of the legislation on athletics health care delivery at Divisions II and III member schools.

Who should read this document?
This white paper is intended for individuals who will vote on the 2017 NCAA Division II [No. 2-1 (1-1)] and Division III [No. 2-1] proposed legislation on independent medical care.

What is Independent Medical Care and why is it important?
Independent medical care refers to an environment in which primary athletics health care providers, defined as the team physician and athletic trainer, may make medical decisions for student-athletes free of pressure or influence from non-medical factors. This approach empowers team physicians and athletic trainers to have final decision-making authority with regard to the diagnosis, management and return-to-play determinations for student-athlete care without influence exerted by non-medical professionals, such as a coach or director of athletics.

What are the proposed legislative requirements?
The proposed independent medical care legislation includes two primary requirements:

Administrative Structure: The proposal requires an administrative structure that provides for the “unchallengeable autonomous authority” of primary athletics health care providers (defined as the team physicians and athletic trainers) to have final decision-making authority with regard to the diagnosis, management and return-to-play determinations for student-athlete care.

Athletics Health Care Administrator: The proposal also requires the designation of an “athletics health care administrator” to oversee a school’s athletic health care administration and delivery. While primary athletics health care providers will retain unchallengeable autonomous authority to determine medical management and return-to-play decisions, the athletics health care administrator will play an administrative role serving as the primary point of contact to assure schools are compliant with NCAA health and safety legislation and interassociation recommendations.

What considerations are there for implementation?
To implement the proposed legislation, schools must provide an administrative structure that ensures there is no interference with medical decision-making, and specifically ensures that “no coach serve as the sole supervisor for any medical provider, nor have sole hiring, retention and dismissal authority over the provider” and that schools designate an “athletics health care administrator.”
INDEPENDENT MEDICAL CARE: A WHITE PAPER

Purpose
The primary purpose of this white paper is to explain the origins and rationale for the proposed Divisions II [No. 2-1 (1-1)] and III legislation [No. 2-1] on independent medical care, and to clarify the main components of the proposal.

The secondary purpose is to discuss the potential impact of the legislation on both the structure and process of athletics health care delivery in Divisions II and III member institutions.

Who Should Read This?
This paper is intended primarily for those who will vote on the proposals at the 2017 NCAA Convention. However, it is also written for those with responsibility to comply with the legislation in the event the proposals are adopted.

Stakeholders include:
- Presidents and Chancellors
- Directors of Athletics
- Senior Woman Administrators
- Head Coaches
- Primary Athletics Health Care Providers (i.e., athletic trainers and team physicians)
- Other Medical Providers (e.g., psychologists, dieticians, medical specialists)
- Compliance Staff
- Faculty Athletic Representatives
- Student-Athletes

What is Independent Medical Care and Why Is It Important?
Independent medical care occurs in an environment in which medical professionals make reasoned and appropriate decisions for the medical management of patients, free of complication, pressure or influence from non-medical factors. In such an environment, medical providers are more capable of practicing “patient-centered care,” which refers to care that is solely focused on the needs of the patient, and which is the gold standard of medical care. Patient-centered care delivered to student-athletes in an athletic environment has been called “athlete-centered medicine.” Consequently, independent medical care is important to member institutions because it facilitates the delivery of athlete-centered medicine, which maximizes the opportunity for quality medical care, and by extension, student-athlete health and well-being.

Independent medical care is also important because in recent years, the public has grown more aware of, and more concerned with, conflicts of interest in the medical decisions made for student-athletes. Conflict arises when influence is exerted by non-medical professionals (e.g.,
coach, athletics directors) on the medical decisions of primary athletics health care providers. This conflict is enhanced when those non-medical personnel have supervisory authority over medical personnel, and use that authority to either influence medical decision-making, or to punish for unpopular medical decisions.

For example, the Chronicle of Higher Education\textsuperscript{2} published the results of a survey of team physicians and athletic trainers, which demonstrated that nearly half of athletic trainers polled reported being pressured by a coach to return a concussed athlete to participation prematurely. In 2014, the Journal of Athletic Training published interassociation consensus recommendations on best practices for sports medicine management, which called for institutions to establish a clear line of unchallengeable authority for team physicians and athletic trainers.\textsuperscript{1} A subsequent 2015 survey\textsuperscript{3} documented higher levels of pressure from coaches on athletic trainers and team physicians when athletics health care departments were directly supervised by the athletics department. At the same time, some have called for a reconsideration of the organizational and administrative structure of athletic health care units and their relationship to athletics departments.\textsuperscript{3-5}

**History of Independent Medical Care Policy and Legislation**

The NCAA and its partner sports medicine organizations formerly established their commitment to principles of independent medical care in the 2014 document, *Inter-association Consensus: Independent Medical Care for College Student-Athletes Guidelines*, which was the product of the first Safety in College Football Summit held in January of 2014.\textsuperscript{6} That document was recently reviewed during the Second Safety in College Football Summit (February 2016), and an updated and endorsed interassociation document is expected for public distribution in the fall of 2016 or early 2017.

At the 2016 NCAA convention in San Antonio, the five NCAA Division I conferences with autonomy passed Proposal 2015-15 (independent medical care), which reflected the interassociation guidelines referenced in the previous paragraph. Division I Constitution 3.2.4.17 (independent medical care) became effective for the Division I conferences with autonomy on August 1, 2016, while the 27 non-autonomy Division I conferences are currently considering its adoption. At its June 2016 meeting in Dallas, the Committee on Competitive Safeguards and Medical Aspects of Sports (CSMAS) recommended sponsorship of similar independent medical care legislation to both Divisions II and III.

Existing Division II legislation (Constitution 17.01.2) gives unchallengeable authority to the sports medicine staff, in preseason practice and regular and postseason activities, and allows sports medicine staff to cancel or modify workouts for health and safety reasons. But that legislation does not address the day-to-day medical management of student-athletes. Additional Divisions II (Constitution 3.3.4.17) and III legislation (Constitution 3.2.4.18) mandates the designation of a team physician, who “shall be authorized to oversee the medical services for injuries and illnesses incidental to a student-athlete's participation in intercollegiate athletics,” but this legislation contains no other provisions in support of independent medical care.
Proposed Independent Medical Care Legislative Requirements

The primary focus of the legislation is on two related but distinct issues: 1) an administrative structure conducive to independent medical care; and 2) the designation of an athletics health care administrator.

**Administrative Structure**

The proposed legislation requires an administrative structure that both provides for independent medical care and “affirms the unchallengeable autonomous authority of the ‘primary athletics health care providers,’” which is defined as the team physician and athletic trainer. This designation reflects the central role the physician and athletic trainer play as the foundation of health care delivery for college athletes.

This role reflects the training and credentialing of physicians and athletic trainers, as well as their duty to the daily management of student-athlete health and safety. Such responsibility must be coupled with clear authority with regard to the diagnosis, management and return-to-play determinations for student-athlete care. There are other members of the sports medicine team (e.g., strength and conditioning coach, dietician, psychologist) who work with the primary athletics healthcare providers in an integrative and consultative manner. However, the primary athletics health care providers should ultimately be empowered to make final decision-making to both ensure appropriate medical controls and to avoid confusion.

The legislation is silent as to the specific nature or characteristics of the administrative structure. Implementation considerations will be discussed below.

**Athletics Health Care Administrator**

The proposed legislation also requires the designation of an “athletics health care administrator.” Per the proposal, this individual will “oversee the institution’s athletic health care administration and delivery.” As the proposal has no budgetary impact, compliance with the proposal would not require the creation of a new position. Designation of an existing employee of the institution is acceptable.

The athletics health care administrator position is, as the name implies, administrative in nature. It is intended that this position become the primary point of contact for communication and
dissemination of health and safety legislation, educational material and interassociation guidelines and best practices. The designation of such a position will, for the first time, provide a primary point of contact within a member school to work directly with the NCAA Sport Science Institute. This also means that the athletics health care administrator will have some responsibility for helping to ensure that the administrative structure allows for the delivery of independent medical care.

A real-world analogy for this position is that of a medical office manager who works in a physician’s office. The typical medical office manager has administrative and clinical knowledge, skills in business and administration and clinical management. The medical office manager is also responsible for the operations of the medical practice. Importantly, medical office managers are not dictating the care delivered by the physician. Instead, they are ensuring that the care is being delivered in an organizational environment that reflects relevant laws, rules and regulations. This analogy is not meant to suggest a standard set of responsibilities for the athletics health administrator, but instead; to clarify how that role integrates with existing health care operations.

It is also important to note that the athletics health care administrator position lies outside of the normal medical hierarchy required for the lawful delivery of medical care. Physicians sit atop of that hierarchy, and a team physician/medical director is ultimately responsible for the care being delivered at all member institutions. In fact, existing legislation in all three divisions requires the designation of a team physician who “shall be authorized to oversee the medical services for injuries and illnesses incidental to a student-athlete’s participation in intercollegiate athletics” (NCAA Constitution 3.2.4.16 (Division I), Constitution 3.3.4.17 (Division II), Constitution 3.2.4.18 (Division III)). Team physician authority is the linchpin for independent medical care of student-athletes (cite Interassociation Consensus: Independent Medical Care for College Student-Athlete Guidelines).

In this way, the athletics health care administrator is a necessary complement to the team physician. Where the team physician has responsibility for providing medical services, the athletics health care administrator will have responsibility for administration and delivery of those medical services. One position doesn’t necessarily answer to the other as they have separate but related responsibilities to the whole of athletics health care services.

Considerations for Legislative Implementation
To implement this proposed legislation, schools must ensure that primary athletics healthcare providers have unchallengeable autonomous authority to determine medical management and return-to-play decisions of student-athletes. This means that the institutions must ensure that
there is no interference with medical decision-making from coaches or other members of the athletics staff.

**Administrative Structure**

Member institutions would have flexibility to determine the best strategies for “establishing an administrative structure that provides independent medical care and affirms the unchallengeable autonomous authority of primary athletics health care providers.”

The only explicit requirement, as stated in the proposal rationale, is that “no coach serve as the sole supervisor for any medical provider, nor have sole hiring, retention and dismissal authority over the provider.” In other words, the coach must be completely de-coupled from medical decision-making, and primary athletics healthcare providers must be in an environment in which making such decisions are free of any threat from coaches. This may pose a challenge for some schools with athletics directors who also serve as coaches, and to whom a primary athletics health care provider solely reports. Effective solutions to this particular challenge may focus on the development of shared supervisory relationships for athletics health care providers, or on the creation of appeal or oversight mechanisms, external to the athletics department, for the evaluation of the merits of negative employment decisions against athletics health care providers.

Additional considerations can be found in the Inter-association Consensus: Independent Medical Care for College Student-Athlete Guidelines. For example, schools may evaluate their administrative structure to ensure that an athletic trainer’s professional qualifications and performance evaluations, especially performance in the delivery of care and medical decision-making, are not primarily or solely judged by administrative personnel without health care knowledge or expertise. Ensuring such an arrangement may imply that lines of supervisory authority should reflect both administrative and medical responsibilities, and that where medical responsibilities exist, team physicians play the central role.

**Athletics Health Care Administrator**

The proposal does not specify who must or can be designated as the athletics healthcare administrator. As stated above, the proposal has no budgetary impact, so member schools may choose to designate an existing employee. Appropriate professionals to serve in this role include physicians, athletic trainers, other health care professionals with administrative backgrounds or administrative personnel who have experience managing health care matters.

Importantly, the designation of the athletic health care administrator must be made in a manner that respects the stated administrative requirements structure.

For example, athletic trainers deliver health care under the direction of a licensed physician. However, an athletic trainer could serve as the athletics healthcare administrator, which is an administrative position. While primary athletics health care providers will retain unchallengeable autonomous authority to determine medical management and return-to-play decisions, the athletics healthcare administrator will play an administrative role in the delivery of athletics
health care. This administrative role may include assuring that schools are compliant with all pertinent NCAA health and safety legislation and with interassociation consensus statements and education that impact student-athlete health and safety.
REFERENCES


Congressional Overview

Following an extended recess, which included the Democratic and Republican National Conventions, lawmakers returned to Washington on September 6, 2016. With a significant focus on the upcoming general election, Congress is scheduled to again recess at the end of September and will not return to Washington until November 14th. Before departing for the campaign trail, lawmakers are expected to approve a three-month continuing resolution to fund the government until December 9, 2016. Congress must pass this stopgap measure by September 30th, when the current fiscal budget is scheduled to end.

Members of Congress and staff have continued their interest in college athletics. In addition to inquiring on a variety of eligibility matters, policymakers have continued to express a desire to stay informed about research and related efforts to enhance the overall health and safety of student-athletes.

Federal Issues

Medical Professional Liability Insurance
On February 12, 2015, Rep. Brett Guthrie (R-KY) introduced H.R. 921, the Sports Medicine Licensure Clarity Act. H.R. 921 clarifies medical liability rules and ensures that sports medicine professionals who travel outside their primary licensed state to provide care for athletes will be covered by their medical malpractice insurance. When addressing liability, health care services provided by a covered athletic trainer or sports medicine professional to an athlete in a secondary state will be deemed to have occurred in the professional’s primary state of licensure. A companion measure, S. 689, was introduced by Sen. John Thune (R-SD) on March 10, 2015. The NCAA, along with the professional sports leagues, have pledged their support for this legislation. H.R. 921 was passed by the House Energy and Commerce Committee on July 13, 2016 by voice vote. On September 12, 2016, the proposal was approved by the House of Representatives by voice vote and has been referred to the Senate Committee on Health, Education, Labor, and Pensions. With a limited number of days remaining in the 2016 legislative calendar, the NCAA office of government relations will continue to support these important proposals and closely monitor future movement.

The Standardization of Collegiate Oversight of Revenues and Expenditures Act (SCORE) Act
On July 14, 2016, Rep. David Price (D-NC) introduced H.R. 5791, the Standardization of Collegiate Oversight of Revenues and Expenditures Act (SCORE Act). The proposal would amend the Higher Education Act of 1965 and require public and private colleges and universities, athletic conferences and the NCAA to make public, standardized revenue and expenditure reports. Institutions would be prohibited from being a member of an intercollegiate athletics association or participating in any national intercollegiate athletics competition, if an association or a university fails to make public the requested revenue and expenditure information.
H.R. 5791 does not currently have any cosponsors and has been referred to the House Committee on Education and the Workforce. NCAA government relations staff will continue to monitor this proposal and the movement of any related legislation that would be a part of the process to reauthorize the Higher Education Act.

**Better On-line Ticket Sales (BOTS) Act of 2016**
On April 28, 2016, Rep. Marsha Blackburn (R-TN) introduced H.R. 5104. This bill, titled the Better On-line Ticket Sales Act of 2016, seeks to prevent the use of software applications—known as “bots”—that are designed to buy tickets to events in large quantities so they can later be resold at a premium. This software circumvents ticket vendor software that limits the number of tickets a single user can purchase. The legislation would make using this software, or knowingly selling tickets that were obtained using this software, an unfair or deceptive act or practice under the Federal Trade Commission Act. A person injured as a result of another violating these prohibitions may also bring a civil action.

Currently, H.R. 5104 has 18 cosponsors—nine Democrats and nine Republicans. On September 12, 2016, the bill passed the House of Representatives and was referred to the Senate Committee on Commerce, Science and Transportation. The NCAA office of government relations will continue to monitor this legislation going forward.

**Congressional College Football Caucus (CCFC)**
On September 14, 2016, Rep. Roger Williams (R-TX) and Rep. Terri Sewell (D-AL) partnered with the National Football Foundation (NFF) to launch the Congressional College Football Caucus (CCFC). CCFC was created to promote the values and principles developed through participating in football—hard work, teamwork, discipline and perseverance, among others. The goal of the caucus is to educate Congress and the public on the vital role college football plays in the United States and promote college football academic scholarships. The CCFC will work to raise awareness of the overall good that the sport offers America’s youth and the game’s ability to bring people together.

**State Issues**

**Daily Fantasy Sports**
Daily fantasy sports remain an area of interest in the states. Throughout the last several months, the legality of the activity has been a subject that many states have examined with little federal intervention. State action has included prohibiting the contests due to questions surrounding its legality, taxing the activity or regulating it. Due to concern that these contests impact the integrity of athletic competitions and the well-being of student-athletes, the NCAA has worked with the membership and other interested parties to ensure legislative proposals include a carve-out that prohibits the inclusion of contests that involve college, high school or youth athletes. In total, around 35 states have introduced legislation to regulate the industry. Thus far, eight states have enacted bills regulating daily fantasy sports (Colorado, Indiana, Massachusetts, Mississippi,
Missouri, New York, Tennessee, Virginia). Out of the enacted bills, all but Virginia contain a student sports carve-out prohibiting daily fantasy sports involving youth, high school and/or collegiate athletics. Although we foresee limited activity on this matter for the remainder of the year, we can expect states to reintroduce and consider regulation in next year’s session.

The NCAA office of government relations will continue to work with NCAA member institutions and other interested parties to ensure that daily fantasy sports regulations provide proper protections for college, high school and youth athletes.

**Higher Education Associations**

NCAA government relations staff continues to build strong relationships with various higher education associations. The American Council on Education (ACE), the Association of Public and Land-grant Universities (APLU), the Association of American Universities (AAU) and the National Association of College and University Business Officers (NACUBO), among others, continue to provide guidance and support on issues of common interest. The NCAA government relations staff looks forward to continuing these mutually beneficial relationships to better formulate and further the NCAA’s legislative goals.
2017 MANAGEMENT COUNCIL 
COMMITTEE/SUBCOMMITTEE ASSIGNMENTS

Akotaobi, Nnenna [January 2018]  
Minority Opportunities and Interest Committee (AW)  
Subcommittee for Legislative Relief (DIII)  
Student-Athlete Advisory Committee (DIII) - EX OFFICIO

Baker-Watson, Stevie [January 2020]  
Competitive Safeguards & Medical Aspects of Sports (AW)  
Subcommittee for Legislative Relief (DIII)

Bankston, Brad [January 2020]  
Convention-Planning Subcommittee (DIII)  
Student-Athlete Advisory Committee (DIII)

Cummings-Danson, Gail [January 2019]  
Postgraduate Scholarship Committee (AW)  
Strategic Planning and Finance Committee (DIII)  

Hill, Shantey [January 2019] [Vice Chair]  
Convention-Planning Subcommittee (DIII)  
Interpretations and Legislative Committee (DIII)  
Administrative Committee (DIII) - NEW

Katz, R. Brit [January 2018] [Chair]  
Strategic Planning and Finance Committee (DIII) - EX OFFICIO  
PC/MC Joint Legislative Steering Committee (DIII)  
Convention-Planning Subcommittee (DIII) - EX OFFICIO  
Administrative Committee (DIII) - NEW  
Championships Committee (DIII) - NEW

Kimball, Chris [January 2019]  
PC/MC Joint Legislative Steering Committee (DIII)  
Research Committee (AW)

Leighton, Dennis [January 2018]  
Walter Byers Scholarship (AW)  
Playing and Practice Seasons Subcommittee (DIII)

TBD  
Honors Committee (AW)  
Playing and Practice Seasons Subcommittee (DIII)  
Student-Athlete Reinstatement Committee (DIII)

TBD  
Membership Committee (DIII)  
Strategic Planning and Finance Committee (DIII)  
Playing and Practice Seasons Subcommittee (DIII)

Roy, Kate [January 2020]  
Infraction Appeals Committee (DIII)  
Subcommittee for Legislative Relief (DIII)  

TBD  
Nominating Committee (DIII)  
Playing and Practice Seasons Subcommittee (DIII)  
Championships Committee (DIII)

TBD  
Olympic Sports Committee (AW)  
Subcommittee for Legislative Relief (DIII)  
Committee on Women's Athletics (AW)

SAAC replacement for Taryn Stromback  
Student-Advisory Committee (DIII)  
Playing and Practice Seasons Subcommittee (DIII)

Tompson-Wolfe, Karen [January 2019]  
Sportsmanship and Ethical Conduct (AW)  
Subcommittee for Legislative Relief (DIII)  

VanAken, Troy [January 2018]  
Administrative Committee (DIII)  
PC/MC Joint Legislative Steering Committee (DIII)  
Strategic Planning and Finance Committee (DIII)

TBD  
Financial Aid Committee (DIII)  
Playing and Practice Seasons Subcommittee (DIII)

Woods, Greg [January 2018]  
Student-Athlete Advisory Committee (DIII)  
Strategic Planning and Finance Committee (DIII)

Young, Gerald [January 2018]  
Committee on Infractions (DIII)  
Championships Committee (DIII)  
Subcommittee for Legislative Relief (DIII)  

NOTE: Committees highlighted in YELLOW currently have availability for 2017.