ACTION ITEMS.

1. Legislative Items.
   - None.

2. Nonlegislative Items.
      (1) **Recommendation.** That the Division II Championships Committee approve a new selection procedure for at-large teams to the NCAA Division II Men’s and Women’s Cross Country Championships that allows the top two finishers in a region to automatically advance to the championships and the remaining 16 teams to be selected based on defined criteria.
      (2) **Effective Date.** September 1, 2016.
      (3) **Rationale.** The current selection procedure takes into account only the prior year’s championship performance for teams that do not automatically qualify for the championships by finishing in the top three of their respective region, which the committee believes does not accurately reflect the top 32 teams in a given academic year. The new selection process would include the following selection criteria: regional finish; wins against teams already in the championships; head-to-head competition between teams under consideration; records of the teams under consideration against common opponents; and top individuals on the teams under consideration (see attachment for full description). By moving to a selection process with defined criteria, only performances during the current season can be evaluated and rewarded, and thus the strongest teams in that year will be selected. This process would mirror that of the Division I Men’s and Women’s Cross Country Championships, which is based on a nine-region model.
      (4) **Estimated Budget Impact.** None.
      (5) **Student-Athlete Impact.** None.

   b. Committee Chair.
(1) Recommendation. That Amber Feldman, associate commissioner at the Mid-America Intercollegiate Athletic Association, be appointed chair.

(2) Effective Date. September 1, 2015.

(3) Rationale. Ms. Feldman has served as a member of the Division II Track and Field and Cross Country Committee since September 2012. Since this time, she has gained the respect of the coaching community and has been a strong contributor to the track and field committee. Ms. Feldman has the unanimous support of the committee in assuming this enhanced leadership position. The current committee chair will rotate off the committee, effective August 31.

(4) Estimated Budget Impact. None.

(5) Student-Athlete Impact. None.

INFORMATIONAL ITEMS.

1. Review Meeting Schedule. The committee reviewed the schedule and made no adjustments.

2. 2014 Annual Meeting Reports. The committee approved its 2014 annual meeting report as written, as well as the report from the 2014 joint meeting with the NCAA Division I and Division III Men’s and Women’s Track and Field and Cross Country Committees.

3. Division II Championships Committee Reports. The committee reviewed the Championships Committee meeting reports from the past year and had no concerns.

4. Joint Meeting Agenda. Committee members reviewed the joint meeting agenda and made no adjustments. Feedback specific to the rules proposals will be provided to the NCAA Men’s and Women’s Track and Field Rules Committee at the joint meetings.

5. United States Track and Field and Cross Country Coaches Association (USTFCCCA) Discussions. The executive director of the USTFCCCA joined the meetings to review discussion topics from executive committee teleconferences, including the timing company used for each championships, feedback from the championships, possibly having multiyear
championship hosts, creating a preliminary qualifying method for outdoor track and field, and results reporting for cross country.

6. **Review of DirectAthletics and Track and Field Results Reporting System (TFRRS).** The committee discussed some concerns with DirectAthletics response time and will address the concerns in a championships wrap-up call to be held at a future date.

7. **Minimum Contest Requirements.** The committee voted to increase championship minimum contest requirements for Division II cross country and indoor track and field to align with the sport sponsorship requirements outlined in NCAA Bylaw 20.10.3.3. While double-dual meets are accepted for sport sponsorship, the committee will not allow these meets to count for championship qualifying purposes. The committee will continue to use the current minimum contest requirements for the 2015-16 and 2016-17 seasons, noting an institution must meet sport sponsorship numbers before being eligible for the championships. The final increase of minimum contest requirements will not be fully implemented until 2017-18.

8. **Code of Conduct Procedures.** The committee noted that due to a lack of publication in the 2014-15 manuals and selection materials, the code of conduct fine approved at the September 2014 Division II Championships Committee meeting was not implemented. Appropriate language will be added to the pre-championships and participant manuals, as well as the selection notification language stating a fine of $200 per gender.

9. **Media Access at Championships.** The committee allowed greater access for photographers in designated photo boxes in the infield/finish corral at all championships. While that did not cause any major issues, the committee urged an improved system to better monitor credentials required for these areas. Specific access will continue to depend on the facility layout and the competition schedule. NCAA staff will also work with the host media coordinators to better communicate policies and access to all media prior to the championships.

10. **Cross Country.**

    a. **Review of 2014 Regional Meets and National Championships.** Having already reviewed the 2014 regional meets and championships, the committee did not have any additional discussion items regarding those meets.
b. **Entry Process.** The entry process and timeline will remain the same for the 2015 cross country championships. Staff will provide language for DirectAthletics to add to the entry portal regarding the timelines and when late entries will be assessed a fine.

c. **2015 Cross Country Championships.**

   (1) **Review of Course.** The committee reviewed course layouts and details, noting concerns about course width and the lack of marshals available at the 2012 NCAA Division II Men’s and Women’s Cross Country Championships. These concerns will be addressed on site visits.

   (2) **Awards Presentation.** The committee discussed moving the awards presentation indoors and will look into this option on the site visit.

   (3) **Timing Company.** Committee members noted that Prime Time Timing and Branch Technology will remain the timing companies for the 2015 cross country championships.

d. **Future Cross Country Championships.** The committee discussed the following additional items regarding future cross country championships:

   (1) **Banquet and Awards Ceremony.** Staff reminded committee members that moving forward, the banquet will be held Friday night, with the exception of festival years when there is no banquet. Members discussed NCAA Bylaw 31.1.10 and agree to review further to determine how the USTFCCCA awards might be presented during an NCAA awards ceremony.

   (2) **Start Times.** The committee discussed the amount of time between start times for the races and agreed to allot one hour and 15 minutes, regardless of whether the men or the women run first. In previous years when women ran first, there was an hour between the start of the women’s race and the start of the men’s race.

   (3) **Selections Process.** The committee reviewed the current process for qualification to the championships and made no adjustments for the 2015 championships.

   (4) **Policies for Weather Postponements.** The committee asked staff to provide policies for postponing a race until the next day due to inclement weather for further review during the committee’s July teleconference.

   (5) **Clerking Procedures.** The committee discussed the current clerking process and decided to adopt the process Division I uses, which allows more clerking time
before the start of the race and in turn more preparation and warm-up for student-athletes and coaches. The clerking process will open 80 minutes before the start of the race and conclude 20 minutes before the race. All student-athletes must be clerked during this window and prior to reporting to the starting line. This new process will be implemented for the 2015 cross country regional and national championships.

e. **Review Manuals.** The committee discussed suggested revisions for the manuals and agreed to provide additional feedback by July 17.

### 11. Indoor and Outdoor Track and Field – General Policies.

a. **Selections.**

   (1) **Desired Minimum and Maximum Field Sizes.** The committee reviewed desired minimum field sizes and maximum field sizes and made no changes.

   (2) **Strength of Events.** The committee agreed to retain the current process for determining the strength of each event for the indoor championships. For the outdoor championships, the average of 20 events over five years will be evaluated. For relay events, duplicate times from the same institution will not be used when averaging times for those events, and these times will be removed when creating the strength tables moving forward.

   (3) **Timeline.** The timeline for results reporting, declarations, challenge period and the selections call will remain the same.

   (4) **Preferences.** Language will be added to the pre-championships manuals to provide better instructions for declaring preferences, and to clarify that preferences are honored for selected events and not for events in which student-athletes are added as the next student-athlete on the list for that event.

   (5) **Selections Procedures.** The committee reviewed and agreed to retain current selections procedures. Language will be added to the pre-championships manual on how student-athletes are removed from events if after running selections at the minimum field size, the number exceeds the maximum participation number of 270 for indoor and 377 for outdoor (per gender).
(6) Alternates. Language will be added to the pre-championships manuals specifying alternates will be not be added to the meet 24 hours before the start of the first event.

(7) Seed Marks for Combined Events. Staff will check with DirectAthletics to determine if a report can be generated for seed marks based on the season best mark, regardless of whether it was achieved in an open event or a multi-event.

b. Banquets/Socials. The committee determined that the site will affect whether the banquet is a formal, sit-down affair or more of a social atmosphere.

c. Relay Policies. The reviewed relay policies and made no changes.

d. Video Review. Effective for the 2015 championships, the committee will use footage available through NCAA contracted entities as the official meet video review for all available events for the track and field championships. The committee decided to continue to use the webstream video, as well as Eagle Eye, for video review.

e. Uninvited Relay Alternates. The committee agreed to retain the deadline for declaring uninvited relay alternates by the end of packet pickup.

12. Indoor Track and Field.

a. Review of 2015 Championships. The committee discussed evaluations from the 2015 championships and noted that there were no major issues. All feedback will be shared with the other divisional committees, as the facility will be used across all divisions.


(1) Review of Facility Diagram and Bid Materials. The committee had several questions regarding the diagram that will be addressed during the site visit.

(2) Meet Schedule. The schedule from the 2015 championships will be used as a starting point for the 2016 schedule, with the committee taking a look at starting field events earlier on Saturday. Also, staff will touch base with the host to request a preliminary draft of a schedule based on the facility accommodations.

c. Review of Manuals. The committee discussed suggested revisions for the manuals and agreed to provide additional feedback by July 17.
13. Outdoor Track and Field.

a. Review of 2015 NCAA Division II Men’s and Women’s Outdoor Track and Field Championships. The committee reviewed evaluations from the 2015 championships. Members noted that all issues brought to the host after the 2014 NCAA Division II Men’s and Women’s Outdoor Track and Field Championships were corrected so that coaches and student-athletes had a positive experience.


(1) Review of Facility Diagram and Bid Materials. The committee had several questions regarding the diagram and lodging accommodations that will be addressed during the site visit.

(2) Meet Schedule. The committee discussed potentially running longer races like the 10,000 meters in the morning to avoid heat and humidity issues. The committee would also like to stick with the early finish on Saturday of the championships, but this will depend on what a facility will allow.

c. Review of Manuals. The committee discussed suggested revisions for the manuals and agreed to provide additional feedback by July 17.


a. Review of 2014-15 Championship Officials. The committee reviewed officials from the 2014-15 academic year and agreed to continue seeking recommendations for the host tournament director to fill official positions.

b. Timeline/Process for Selection Officials for the 2015-16 Championships. The committee selected officials for the 2016 indoor track and field championships and noted that officials for the 2016 outdoor track and field championships will be selected during the committee’s July teleconference.

15. Qualifying Standards and Conversions. The committee reviewed the 2015 qualifying standards and conversions and made adjustments to events based on marks obtained during the 2014-15 academic season.
16. **Academic and Membership Affairs Update.** A representative from the NCAA academic and membership affairs staff updated the committee on Division II legislation items being discussed within the governance structure.

17. **Division II Governance Update.** A member of the Division II governance staff updated the committee on the new Division II brand enhancement rollout in the fall of 2015, the continued education of coaches and student-athletes on all aspects in Division II, and the continued implementation of community engagement activities for the 2015-16 academic year.

18. **Committee.**

   a. **New Appointments for 2015-16.** New appointments for the 2015-16 academic year have not yet been finalized. Committee members will be notified as soon as those individuals are named.

   b. **Committee Timeline.** NCAA staff will work with the committee to determine the best dates and times for the committee calls.

   c. **Committee Operations Manual.** The committee discussed suggested revisions for the manuals and agreed to provide additional feedback by July 17.

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**Committee Chair:** Bill Massoels, Saint Joseph’s College (Indiana), Great Lakes Valley Conference

**Staff Liaison:** Morgan DeSpain, Championships and Alliances

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<th>June 17-19, 2015</th>
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<td><strong>Attendees</strong></td>
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<td><strong>Absentees</strong></td>
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<td>Ryan Dall, Texas A&amp;M University-Kingsville</td>
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<td>Amber Feldman, Mid-America Intercollegiate Athletics Association</td>
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<td>Mike Johnson, Western Oregon University</td>
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<td>Kelley Kish, Nova Southeastern University</td>
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<td>Bill Massoels, Saint Joseph’s College (Indiana)</td>
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<td>Kim Miller, Shaw University</td>
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<td>Matt Van Lierop, Mount Olive College</td>
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<td>Other Attendees:</td>
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Chris Brown, NCAA
Amanda Conklin, NCAA
Morgan DeSpain, NCAA
Terri Steeb Gronau, NCAA
Sam Seemes, USTFCCCA
AUTOMATIC QUALIFICATION

Teams
The top two teams at each regional championship meet automatically qualify for the championship meet.

Individuals
From each regional meet, the first three student-athletes not on a qualifying team will be automatic qualifiers to the championship meet. All individual automatic qualifiers must finish in the top 25 within their region.

AT-LARGE SELECTION-TEAM
Sixteen (16) at-large teams will be selected by the NCAA Division II Track and Field and Cross Country Committee. This selection will be conducted on the Monday following regional competition unless extraordinary circumstances arise.

The committee reviews regular-season results to apply the selection criteria as detailed below. The committee will use any available resources to track a team’s finish at regular-season meets, including TFRRS-XC.

The committee will determine at-large berths by examining the following selection criteria:

1. **Regional finish.** Teams will come under consideration in the order of their regional finish.
   a. As an example, a fourth-place team from a region may be selected for an at-large berth ahead of a third-place team from another region if the committee decides that the selection criteria favor the fourth-place team.
   b. This criterion does not mean that any or all third-place teams must be selected into the championships before the committee considers fourth-place teams, etc.
   c. When a team from a region is selected as an at-large team for the championships, the committee moves the next team from that region based upon the order of regional finish into consideration. At all times during the selection process, the committee is reviewing no fewer than two teams from each region (total of 16 teams on the board) so as to be able to identify any potential “push” situations.
   d. The Push Process: The situation may arise when the next team under consideration based upon regional finish from a specific region (Team X) does not have enough wins (points) to earn an at-large bid, but the team immediately behind Team X in regional finish (Team Y) does have enough wins (points) to be the next at-large team selected. In this case, both teams X and Y will receive at-large bids (Team Y “pushes” Team X into the championships) if:

   (1) The push process has not been used within that specific region earlier in the at-large selection process, and

   (2) There are two or more at-large positions available in the selection process, and

   (3) Team Y would not be able to receive an at-large berth on its own-in other words, when Team X is permanently blocking Team Y. There have been occasions when Team Y has the most wins of the teams under consideration, but the committee can determine that Team Y will receive an at-large berth later in the process. In these cases a “push” is not absolutely necessary and would not be applied.
c. Teams still under consideration for at-large selection will not be awarded wins (points) for having defeated any Team X advancing to the championship finals by virtue of the “push process.”

2. **Wins (points) against teams already in the championships.** Once the automatic qualifiers (AQs) have been confirmed, and the teams from each region are placed under consideration by their regional finish, the committee reviews two teams from each region (a total of 16 teams) for the wins against teams already in the championships.

   a. In order to maintain seven competition opportunities, institutions must accumulate wins (points) between the seventh weekend prior to the NCAA regional meet (i.e., Friday, Saturday, and Sunday, September 18-20, 2015) through the conclusion of NCAA Regional Cross Country Championships (scheduled for November 7 or 8, 2015).

   b. The committee begins the selection process by analyzing the win totals the third- and fourth-place finishers in each region have accumulated against the 16 automatic qualifiers. As each at-large team is selected into the championships, the win totals of all teams under consideration are adjusted to reflect any victories over all the teams selected to the championships (e.g., the 16 automatic qualifiers and any at-large selections).

   c. During the at-large selection process, institutions can only accumulate wins against any opponent’s “A” team. (See “A” Teams/”B” Teams information below.)

3. **Head-to-head competition between teams under consideration.** If there is a tie among teams under consideration for total wins, the committee reviews the head-to-head results.

   a. In order to maintain seven competition opportunities, the head-to-head competitions must have taken place between the seventh weekend prior to the NCAA regional meet (i.e., Friday, Saturday and Sunday, September 18-20, 2015) through the conclusion of NCAA Regional Cross Country Championships (scheduled for November 7 or 8, 2015).

   b. If teams under consideration are tied in total wins against the teams already in the championships, the committee will not select the team with a head-to-head loss over the team with the head-to-head win. This is important when there are more than two teams tied with total wins against the teams already in the championships.

   c. In situations where the head-to-head wins and losses are equal between teams under consideration (e.g., two teams with 1-1 or 2-2, etc., records against each other), the committee may give greater consideration to the competition conducted closest to the regional championship date.

   d. The committee will break regular-season ties between teams under consideration for the sole purpose of awarding wins (points) for the at-large selection process. The committee will apply the tie-breaking procedures outlined below.

4. **Records of the teams under consideration against common opponents.** If the committee cannot make a decision based upon head-to-head competition, it reviews results against common opponents.

   a. In order to maintain seven competition opportunities, results versus common opponents must have occurred between the seventh weekend prior to the NCAA regional meet (i.e., Friday, Saturday and Sunday, September 18-20, 2015) through the conclusion of NCAA Regional Cross Country Championships (scheduled for November 7 or 8, 2015).
b. The committee evaluates the cumulative record against common opponents, including multiple wins and/or losses against an opponent(s).

c. In situations where the record against common opponents 'data is equal between teams under consideration, the committee may give greater consideration to the competition conducted closest to the regional championship date.

5. **Top individuals on the teams under consideration.** If the committee cannot make a decision based upon all other criteria previously listed, the individual runners from the teams under consideration will be reviewed. The committee may give the advantage to the team whose individual(s) is most likely to score highly at the championships, as determined by the committee.

**Countable Contests**
A team must run at least three of its student-athletes who will compete for their institution at regionals.

**Breaking Ties to Advance to Championship Finals**
For the purpose of advancement to the NCAA championships meet, team ties in regional championship meets shall be broken by comparing the place finish of each team member 1-5 versus his or her respective competitor on the opposing team (Team A’s first finisher vs. Team B’s first finisher, etc.) The advancement advantage goes to the team winning the majority (best of five) of the comparisons.