



**REPORT OF THE  
NCAA DIVISION III LGBTQ WORKING GROUP  
JUNE 8, 2018, TELECONFERENCE**

**ACTION ITEMS.**

- **None.**

**INFORMATIONAL ITEMS.**

1. **Welcome and roster.** The working group commenced business at 3 p.m. Eastern time Friday, June 8. The chair, Neil Virtue, welcomed the group, and staff conducted a roll call. Mr. Virtue informed the working group that Crystal Lanning, director of athletics at the University of Wisconsin – River Falls and Kathleen Murray, president of Whitman College recently replaced former members Malcolm Huggins and Margaret Drugovich, respectively. Lanning and Murray could not attend the teleconference due to previous commitments, but anticipate being available for the August 21, teleconference.
2. **Report of April 30 teleconference report.** The working group reviewed and approved the teleconference report.
3. **Mission statement.** The working group reviewed its mission statement. The mission statement is a living document and henceforth may be modified at any time.
4. **LGBTQ promotion kit.** The working group reviewed and provided feedback on three concept designs for the LGBTQ promotion kit created by Section 127, a creative and marketing agency. As part of the review, the working group noted their preferred tagline, color scheme and overall logo design. However, the working group also requested Section 127 create additional color schemes and logo designs for consideration. Staff will follow up with Section 127 with the working group's feedback and requests. Further, staff reminded the working group of two items related to the LGBTQ promotion kits: 1. The goal is for branded materials to be developed and distributed to the membership (institutions and conferences) in August; and 2. The Division III Strategic Planning and Finance Committee will consider the request from the working group to approve \$100,000 funding for the one-time development and distribution of the LGBTQ promotion kit. Lastly, staff noted that colleagues from communications, Division III governance, the office of inclusion, , along with the Division III Presidents Council, Management Council and Student-Athlete Advisory Committee would review the design prior to finalizing the LGBTQ promotion kit.
5. **Policy template language.** Members of the policy subgroup presented a draft of the Division III LGBTQ Nondiscrimination Policy Guide to the working group and solicited feedback. In May 2018, the policy subgroup developed a two-part, LGBTQ-inclusive policy template resource for Division III institutions and conferences to use in athletics department, student-athlete and conference handbooks. The first part of the resource is an introduction/opening letter that includes a history of the working group, a summary of policy-related survey results, and a purpose statement for the resource. The second part of the resource includes three sample

policy templates, key questions to consider when developing LGBTQ-inclusive policies and relevant NCAA resources. The policy subgroup reminded the working group that the policy template language is broad in concept but succinct in content and accounts for the diversity of institution-types (e.g., public, private faith-based and private secular) in Division III . Staff noted that following the teleconference, colleagues from communications, Division III governance, the office of inclusion, the office of legal affairs and the Sports Science Institute, along with select members of the Common Ground leadership team, Division III Presidents Council, Management Council and Student-Athlete Advisory Committee would review the resource to ensure accuracy, inclusion and ease of reading, prior to its being available to the Division III membership in late-summer/early-fall.

6. **NCAA resource communication plan.** Staff reminded the working group that after the June teleconference, it will discuss strategic methods to ensure the Division III membership is aware of and can access resources produced by the NCAA office of inclusion and Division III. Suggestions for staff to discuss included:
  - a. Email correspondence at strategic times of year (e.g., beginning of each academic term; Pride Month (June); National Coming Out Day [October]);
  - b. Focus communication style and platform based on intended audience (e.g., social media correspondence for student-athletes; email to administrators);
  - c. Produce a video and corresponding written information on where and how to access NCAA resources; and
  - d. Ensure all resources produced by the Office of Inclusion also are accessible on the Division III Diversity and Inclusion webpage.
  - e. Create a public press release about the Division III LGBTQ Working Group and its five initiatives. Train-the-trainer program and recognition event. Staff reminded the working group that it would pursue the train-the-trainer/programming and recognition event initiatives after the development of the three current initiatives. It is important to ensure sufficient planning and quality programming. Despite a deferred timeline, staff emphasized the two initiatives remain top priorities.
7. **Future teleconferences.** Staff noted the next working group teleconference is scheduled for 3 p.m. Eastern time Tuesday, August 21

*Staff Liaisons: Jean Merrill, Office of Inclusion*

*Louise McCleary, Division III Governance*

<b>NCAA Division III LGBTQ Working Group June 08, 2018, Teleconference</b>	
<b>Attendees:</b>	
Mikayla Costello, Willamette University.	
R. Brit Katz, Millsaps College.	
Christopher Kimball, California Lutheran University.	
Kyrstin Krist, Methodist University.	
Donna Ledwin, Allegheny Mountain Collegiate Conference.	
Julie Shaw, Women's Sports Foundation.	
Michael Vienna, Emory University.	
Neil Virtue, Mills College.	
<b>Absentees:</b>	
Crystal Lanning, University of Wisconsin – River Falls.	
Emet Marwell, Mount Holyoke College.	
Kathleen Murray, Whitman College.	
<b>NCAA Staff in Attendance:</b>	
Louise McCleary, Jean Merrill and Amy Wilson.	