A G E N D A

National Collegiate Athletic Association

Division III Championships Committee

Loews Ventana Canyon Resort
Tucson, Arizona

February 9-11, 2009

1. Opening remarks and review of schedule and agenda. [Supplement No. 1]

2. Approval of previous minutes. [Supplement No. 2]

3. New committee member orientation.

4. 2009 NCAA Convention follow-up.

   - Proposal-8 - Selection Criteria - Availability of Data Throughout Season. [Supplement No. 3]

5. Report from Division III Management and Presidents Councils', and Executive Committee's January meetings.

   a. White paper discussion. [Supplement No. 4]

   b. Issue Eight. [Supplement No. 5]

   c. Travel initiatives.

   d. Growth in Division III championships.

      (1) Projected future bracket size. [Supplement No. 6]

      (2) Capping championships at 64.

      (3) Pool B.

6. National office championships group update.

   a. Championship City.

b. Keshia Campbell's replacement.

7. Sports committees' recommendations.

a. Baseball [Supplement No. 7] (Delivered at meeting)

b. Men's Basketball. [Supplement No. 8]

c. Field Hockey. [Supplement No. 9]

d. Rowing. [Supplement No. 11]

e. Swimming. [Supplement No. 12]

f. Men's Tennis. [Supplement No. 13]

8. Championships general issues.

a. Wavier request of 50 percent in-region requirement. [Supplement No. 14]

b. Fall championships review. [Supplement No. 15] (Additional documents delivered at meeting)

c. Championships selection criteria review. [Supplement No. 16]

d. Sports committees' feedback.

(1) Bench policy. [Supplement No. 17]

(2) Travel cost. [Supplement No. 18]

e. 2009-10 budget review. [Supplement No. 19]

f. Future championships sites. [Supplement No. 20]

- Championships site recommendations. [Supplement No. 21] (Delivered at meeting)

g. Mandatory administrative meeting at championships. [Supplement No. 22]

h. New England Women's and Men's Conference. [Supplement No. 23]

i. Single-sport automatic-qualification. [Supplement No. 24]

9. Division III Championships Committee Policies and Operating Procedures Manual review. [Supplement No. 25] (Appendix O delivered at meeting)

10. Future meeting dates and sites. [Supplement No. 26]

    a. June 21-24, 2009, Indianapolis, Indiana.

    b. September 13-16, 2009, Indianapolis, Indiana.

    c. February 8-10, 2010, TBD.

11. Other business.

12. Adjournment.

MINUTES OF THE

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DIVISION III CHAMPIONSHIPS COMMITTEE

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MINUTES OF THE

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

DIVISION III CHAMPIONSHIPS COMMITTEE

Loews Ventana Canyon Resort February 9-10, 2009
Tucson, Arizona

Participants:

Drew Ash, Ithaca College
Bob King, Trinity University (Texas)
Jeff Martinez, University of Redlands
Louise McCleary, Elms College
Lynn Oberbillig, Smith College
Joan Sitterly, State University College at Cortland
Sue Viscomi, Hamilton College
Ira Zeff, Nebraska Wesleyan University, chair
Linda Godby, NCAA
John Williams, NCAA

Steve Brown and Dan Dutcher, NCAA, participated via conference call for portions of the meeting.

[Note: These minutes contain only actions taken (formal votes or stated "sense of the meeting") in accordance with NCAA policy regarding minutes of all Association entities. While certain items on the committee's agenda were acted on at various times throughout the meeting, all final actions within a given topic are combined in these minutes for convenience of reference.]

Monday, February 9

The meeting was called to order at 8:15 a.m. by the chair, Ira Zeff. All members were present as noted above.

1. Opening Remarks and Review of Meeting Schedule. Mr. Zeff gave opening remarks and reviewed the agenda for the meeting. The NCAA Division III Championships Committee developed a strategy for managing the agenda items.

2. Approval of Previous Minutes. The committee approved the minutes from the September 2008 meeting

3. New Committee Member Orientation. The following information was shared as an introduction for the new members of the committee: committee meeting cycle; NCAA staff roles; role of committee in reference to the NCAA Division III Management and President's Councils; legislative cycle; travel policies; committee operations manual and travel to championships.

4. 2008 NCAA Convention Follow-Up.

- Proposal 8 – Selection Criteria – Availability of Date Throughout Season. The committee discussed the idea of making data available to the membership throughout the sports seasons and came up with the following ideas:

    a. NCAA staff will talk with the IT staff about the possibility of updating the score-reporting system to notify schools/conferences when incorrect scores/dates/school names are entered into the system. There were reports that some national committee members are not diligent in making needed changes and some calculations are incorrect at the time of rankings.

    b. All national committees with regional advisory committees (RACs) should have a call at the beginning of the season with a training session for the score-reporting site. Also, the national committee members should have training for new committee members and provide a mentor.

    c. The championships committee would like the sports committees to communicate better to the membership what information they are looking at more closely or weighting more during rankings/selections. This should be more consistent across-the-board and especially between genders (i.e., men's and women's soccer).

    d. The committee discussed the opponents winning percentage (OWP) and the opponents' opponents winning percentage (OOWP). In a previous meeting the championships committee told the sports committees they could weigh the OWP more than the OOWP but did not specify a number to the weights. The committee concluded that for the remainder of the 2008-09 season the sports committees can use whatever weight they like for the OWP and OOWP. For the 2009-10 season the committee will have the sports committees apply a 2/3 and 1/3 split.

    e. The committee would like to create an instructional video for coaches regarding regional rankings to address the transparency. This video would not be

mandatory, but would educate them on the ranking process and would be approximately one to one-and-a-half hours long. The video would also instruct coaches to call their RAC representative if they have any questions. Concerns should go through the RAC and the regional chairs, and not the national office.

f. The committee would like to have mock selections at respective coaches' conventions and regional rules seminars.

g. The committee would like the IT staff to compile a list of all schools within 200 miles of each other for each region to help the coaches better plan their schedules.

h. The possibility of a Division III newsletter for the RAC and commissioners to better explain the score-reporting procedures.

5. National Office Championships Group Update. Mr. Williams provided a general update related to the championships staff, including staffing assignments, Championship Cities and future goals for the championships group.

- Championship Cities. The committee asked Mr. Williams to let the NCAA staff know that they want more say in the evaluation of the Championship Cities process as it progresses. They also voiced concern with the cost of going to a city with higher expenses. The Division III per diem often does not cover the hotel costs at larger cities.

[Note: The meeting recessed at noon.

Tuesday, February 10

The meeting was called to order at 8:11 a.m. All members were present as noted above.

6. Sports Committees' Recommendations. The committee took the following actions regarding recommendations submitted by Division III governing sports committees:

a. Men's Basketball. The committee **denied** the request that the NCAA Division III Men's Basketball Championship semi-final game move from Friday night to Thursday night. All other team sports championships consist of back-to-back games. This would also result in more missed class time.

b. Field Hockey.

(1) Automatic-Qualification. The committee **approved** the following conferences receive automatic qualification for the 2009 NCAA Division III Field Hockey Championship: Capital Athletic Conference; Centennial Conference; Colonial States Athletic Conference; Commonwealth Conference; Commonwealth Coast Conference; Empire 8; Freedom Conference; Landmark Conference; Liberty League; Little East Conference; New England Small College Athletic Conference; New England Women's and Men's Athletics Conference; New Jersey Athletic Conference; North Atlantic Conference; North Coast Athletic Conference; and the Old Dominion Athletic Conference.

(2) Committee Chair. The committee **approved** Brian Williams, associate athletics director, State University College at New Paltz, to serve as NCAA Division III Field Hockey Committee chair, effective September 1, 2009.

c. Men's Golf. The committee **approved** the following conferences be granted automatic qualification for the 2009 NCAA Division III Men's Golf Championships: Allegheny Mountain Collegiate Conference; American Southwest Conference; Centennial Conference; College Conference of Illinois & Wisconsin; Colonial States Athletic Conference; Commonwealth Conference; Freedom Conference; Great Northeast Athletic Conference; Heartland Collegiate Athletic Conference; Iowa Intercollegiate Athletic Conference; Michigan Intercollegiate Athletic Conference; Midwest Conference; Minnesota Intercollegiate Athletic Conference; New England Small College 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; Southern California Intercollegiate Athletic Conference; Southern Collegiate Athletic Conference; St. Louis Intercollegiate Athletic Conference and USA South Athletic Conference.

d. Men's and Women's Swimming and Diving. The committee **approved** Thomas Till, assistant athletics director and head swimming and diving coach at Goucher College, to be appointed chair of the NCAA Division III Men's and Women's Swimming and Diving Committee, replacing Stephen Looke, associate director of athletics at Norwich University. The committee also **approved** Ms. Nancy Bigelow, head women's swimming coach at Tufts University, to serve as vice-chair.

e. Men's Tennis. The committee **approved** the Commonwealth Conference be added to the 2008-09 list of conferences granted an automatic qualifier and that the New

England Women's and Men's Athletic Conference (NEWMAC) be removed from this list.

7. Management Council Report. Mr. Dutcher called in and led discussions on the following topics:

   a. Division III Championship Growth. The majority of the committee supported 64-team brackets with a 1:6.5 access ratio. Brackets should be capped at 64 with a three-week championship time frame.

      The committee will work on projecting growth through 2020 and look at sports sponsorship through 2020 to identify a growth trend in team sports and project brackets for 2020. This project will take place for the rest of 2008-09 and through 2009-10. The committee will also look at the budget impact projection for this fall.

   b. Access Ratio. The committee would like to formally include in NCAA Bylaw 30 an amendment to cap brackets at 64. This would be put forth for the April 2010 Division III Management Council meeting to ultimately be presented at the 2011 NCAA Convention.

   c. Travel Initiatives. Mr. Williams gave a recap of the fall championship travel. With the fuel costs decreasing after the initiatives were established, the 2008 fall travel costs are on schedule with the 2007 fall travel costs.

   d. Pool B. The committee had questions about whether Pool B would be eliminated. There has been discussion on institutions "opting out" of Pool A to get Pool B slots.

8. Waiver Requests – Fifty-Percent Requirement [Bylaw 31.3.3.2.1].

   a. University of California, Santa Cruz. The committee **tabled** the waiver request for the University of California, Santa Cruz for men's tennis. They did not submit a form for the 2009-10. The committee will discuss this waiver on its March conference call.

   b. North Park University. The committee **put on hold** the waiver request for North Park University for women's rowing. They question why the school is requesting a waiver and why they reduced their schedule from last year's.

c. Wesley College. The committee **approved** the waiver request for Wesley College for football and requested that the school provide more proof of trying to schedule in-region games. Ms. Godby will follow up with the Wesley administration.

9. Fall Championships and Enhancements Review. The committee reviewed the fall championship and enhancement reports.

10. Championships Selection Criteria Review.

a. Championships Selection Criteria Review. The committee **denied** the NCAA Division III Baseball Committee's request to amend the strength of schedule (only contests against regional opponents) within the primary criteria by combining the OWP and the OOWP weighted at two-thirds and one-third, respectively. Although its request was denied, the championships committee will allow the baseball committee to continue its current practice of weighing the OWP and OOWP differently.

b. The committee **tabled** until the June meeting the NCAA Division III Men's Basketball Committee's request that the strength-of-schedule take into account games at home and on the road, effective with the 2008-09 academic year.

11. Bench Policy. The committee wanted to provide more competitive equity among sports with regard to the championship bench policies and also wanted to lessen the burden of some institutions that felt they had to allow non-participating student-athletes to travel.

It was VOTED

"That the bench size consist of the travel party plus five individuals (two medical staff are included in the five) for outdoor championships and the travel party plus three individuals (two medical staff are included in the three) for indoor championships, effective fall 2009. Football will retain its current policy of 10 additional people (including two medical staff)."

12. Budget Review. Mr. Brown joined the call via telephone to give the committee a review of the budget, travel information and championships surveys.

It was VOTED

"That the committee approve the 2009-10 budget as submitted." (Attachment)

13. Travel Cost. The committee asked sports committees and the Division III conference commissioners to provide feedback on the possibility of moving selections to Saturday for those championships that had a Wednesday contest in the first round of the championship. After reviewing the feedback, the championships committee decided not to go forward with the recommendation.

14. Future Championship Sites. The committee reviewed the predetermined sites chart and noted that a number of championships need to be updated for 2008-09 and 2009-10.

15. Championships Site Recommendations.

    a. Baseball. The committee **tabled** the recommendation that Lawrence University and the Fox Cities of Wisconsin Convention and Visitors Bureau host the 2010 and 2011 NCAA Division III Baseball Championships at Time Warner Cable Field at Fox Cities Stadium (Appleton, Wisconsin). It would like the baseball committee to provide more reasoning as to why it did not select Cleveland.

    b. Women's Basketball.

        (1) 2010. The committee **approved** Illinois Wesleyan University to serve as the host of the 2010 NCAA Division III Women's Basketball Championship. The 2010 championship will be conducted March 19-20, 2010, at the Shirk Center in Bloomington, Illinois.

        (2) 2011. The committee **approved** Illinois Wesleyan to serve as the host of the 2011 championship. The 2011 championship will be conducted March 18-19, 2011, at the Shirk Center in Bloomington, Illinois.

    c. Men's Golf. The committee **approved** Hershey, Pennsylvania, to host the 2010 men's golf championships, with the competition to be held at Hershey Country Club and Hershey Links hosted by Elizabethtown College.

    d. Men's Ice Hockey. The committee **approved** the Northern Collegiate Hockey Association to host the 2010 NCAA Division III Men's Ice Hockey Championship at

Ridder Arena (on the campus of the University of Minnesota, Twin Cities) in Minneapolis, Minnesota.

e. Men's Lacrosse.

(1) 2010 and 2011. The committee **approved** the city of Baltimore, Maryland, to host the 2010 and 2011 NCAA Division III Men's Lacrosse Championships, to be held at Ravens Stadium. This championship is in conjunction with the NCAA Divisions I and II Men's Lacrosse Championships.

(2) 2012. The committee **approved** the city of Boston, Massachusetts, to host the 2012 championship, to be held at Gillette Stadium. This championship is in conjunction with the Divisions I and II men's lacrosse championships.

f Softball.

(1) 2010. The committee **approved** the University of Wisconsin, Eau Claire, to serve as host of the 2010 NCAA Division III Softball Championship.

(2) 2011. The committee **approved** the city of Salem/Old Dominion Athletic Conference to serve as hosts of the 2011 championship.

g. Wrestling.

(1) 2010. The committee **approved** Coe College, Cornell College and the Iowa Intercollegiate Athletic Conference to serve as the hosts of the 2010 NCAA Division III Wrestling Championships. The championships will be conducted March 5-6, 2010, at the U.S. Cellular Center in Cedar Rapids, Iowa.

(2) 2011. The committee **approved** the University of Wisconsin, La Crosse, to serve as the host of the 2011 championships. The championships will be conducted March 4-5, 2011, at the La Crosse Center in La Crosse, Wisconsin.

16. Mandatory Administrative Meetings at Championships. In most championships handbooks there is language pertaining to administrative meetings before championship competition. There is an inconsistency as to whether these meetings are mandatory, if this policy is enforced, and also who is mandated to attend. The committee determined that language be added to all championships handbooks that the "administrator" mandated to attend be an athletics director, senior woman administrator (or a designated administrator other than a member of that particular sport's coaching staff). Therefore, a coach that works with

another sport may serve as that administrator. The committee noted that at some institutions there are not enough staff to travel to all the championships so they must appoint a coach of another sport. The committee also determined that having an administrator present at the championship to be part of the games committee is important and helpful in certain cases.

17. Single-Sport Automatic Qualification. The North Atlantic Conference asked for clarification on the single-sport waiver request process. The NCAA office will respond to this request and provide them the information that they will be eligible to submit a single-sport waiver for the 2011-12 academic year.

18. Division III Championships Committee Policies and Procedures Manual. The committee reviewed the operating manual and made appropriate updates and revisions. Staff was requested to review selected areas/wording and provide updates at the committee's June meeting.

19. Future Meeting Dates.

    a. June 21-24 (Indianapolis, Indiana).

    b. September 13-16, 2008 (Indianapolis, Indiana).

    c. February 8-10, 2010 (TBD).

20. Adjournment. The meeting adjourned at 5:10 p.m.

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Approved 2008-09 2009-10 Budget and Additional Request for 2009-10

Item	Maintained 2009 (Inflationary Dollars)	Maintained 2010 (Inflationary Dollars)	Additional Request 2010 (Reallocated Funds)	Next Bi-Annual Budget Cycle 2010-11 & 2011-12
Baseball				
Increase officials fees	$4,000.00			
Additional umpires (part time)	$8,800.00			
Increase umpire coordinator fee			$3,500.00	
Increase 1 travel party/ Squad Size				$51,000.00
Field Hockey				
Yearly stipend for rules interpreter			$1,500.00	
Increase compensation for national officials' assignor			$1,000.00	
Increase number of flights for officials			$1,200.00	
Football				
Increase travel party (62 to 66)				$78,000.00
Officials Evaluator			$3,100.00	
Men's Golf				
Increase stipend for dir. of rules and course admin.	$1,000.00			
Increase rules officials at championships (12 to 16)	$8,184.00			
Women's Ice Hockey				
Increase in fee for goal judges ($30 to $50)	$480.00			
M/W Swimming				
Production of video content for diving selection process (M)			$2,035.00	
(W)			$2,035.00	
Men's Tennis				
Increase host operational expenses for prelim rds	$8,000.00			
Women's Tennis				
Increase host operational expenses for prelim rds	$8,000.00			
M/W Track & Field				
Increase squad size for cc (7 to 8) (Men)		$31,000.00		
(Women)		$30,000.00		
Increase field size for indoor track and field. (Men)	$41,000.00			
(Women)	$40,000.00			
Women's Volleyball				
Provide mileage and pre diem for line judges for all rds	$21,780.00			
Wrestling				
Officials evaluators at championships			$1,782.00	
Championships Committee Priority Items.				
Ind/Team Non student-athlete travel		$241,000.00		
Webcasting preliminary rounds pilot study.				$30,000.00
One additional trophy at each championship			$15,000.00	
$3 per diem increase.	$180,321.00			
$2 per diem increase.		$120,214.00		
$5 Officials per diem.	$23,000.00			
Officials fee increase.	$22,052.00			
Totals	**$366,617.00**	**$422,214.00**	**$31,152.00**	**$ 159,000.00**