A G E N D A

National Collegiate Athletic Association

Division III Sports Committee Chairs

Westin Downtown
Indianapolis, Indiana

September 13-14, 2009

(Sunday, September 13)

1. Welcome and introductions. (Ira Zeff)

2. Review of schedule and agenda. [Supplement No. 1]

3. Roll of the NCAA governance group with regards to the NCAA Division III Championships Committee and NCAA championships group. (Dan Dutcher)

4. Roll of the championships committee. (Louise McCleary)

   - Division III Championships Committee Operations Manual. [Supplement No. 2]

5. Roll of the championships committee liaison to the sport committee(s). (Bob King)

6. Roll of the sports committee. (Joan Sitterly)

7. Roll of the sports committee chair. (Sue Viscomi)

8. Roll of the NCAA championship manager. (Donnie Wagner)

9. Men's and women's golf and tennis discussion about team only championship. (During the Sunday working dinner.)

10. Wrestling, outdoor track and field and swimming and diving discussion about field-size increase. (During the Sunday working dinner.)

(Monday, September 14)

11. Governance update.

    a. White Paper Eight.

        (1) Bracket growth. [Supplement No. 3]

        (2) Gender equity. [Supplement No. 4]

    b. ArbiterSports initiative. [Supplement No. 5]

12. Budget issues.

    a. Championships new bid process. [Supplement No. 6] (Sharon Cessna)

    b 2010-11 and 2011-12 budget timetable.

13. Selection criteria. [Supplement No. 8]

    a. Opponents winning percentage and opponents' opponents winning percentage.

    b. Strength of schedule, taking in to account games played on the road or at home.

    c. Once ranked always ranked.

    d. Pilot program. [Supplement No. 9]

14. Analysis of sport region alignments and ranking processes. [Supplement No. 10]

15. Institutions' administrators at championship competition. [Supplement No. 11]

16. H1N1 action plan at championships.

17. Provisional/exploratory and reclassifying institutions. [Supplement No. 12]

18. Active institutions and conferences. [Supplement No. 13]

19. Approved dates and sites. [Supplement No. 14]

20. Committee timeline. [Supplement No. 15]

21. Site representative 101. [Supplement No. 16]

22. Newsletter template. [Supplement No. 17]

23. Update from chairs on sports issues.

24. Travel update. (Steve Brown)

25. Performance management. (Brown)

26. Sports wagering. [Supplement No. 18] (Brown)

27. Other Business.

28. Adjournment.

MINUTES OF THE

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

DIVISION III CHAMPIONSHIPS COMMITTEE

AND THE

DIVISION III SPORT COMMITTEE CHAIRS

Westin Downtown
Indianapolis, Indiana

September 13-14, 2009

Participants:

Garnet Asmundson, Hamline University
Charlie Brock, Springfield College
John Browning, Emory University
Bruce Delventhal, State University of New York at Plattsburgh
Tim Downes, Emory University
Chris Gage, University of Texas at Dallas
Bob King, Trinity University (Texas)
Anita Kubika, Montclair State University
Ann Lebedeff, Pomona-Pitzer Colleges
Jim Lyons, State University of New York at Geneseo
Eddie Matthews, Methodist University
Louise McCleary, Elms College
Scott McKenzie, Juniata College
Jack McKiernan, Kean University
Lynn Oberbillig, Smith College
Joan Sitterly, State University College at Cortland
Jeff Swenson, Augsburg College
Thomas Till, Goucher College
Sue Viscomi, Hamilton College
Mike Wagner, Illinois Wesleyan University
Chuck Wilcoxen, Principia College
Brian Williams, State University College at New Paltz
Ira Zeff, Nebraska Wesleyan University, chair
Dan Dutcher, NCAA
Anthony Holman, NCAA
Jeff Jarnecke, NCAA
Kelly Shaul, NCAA
Liz Turner Suscha, NCAA
John Williams, NCAA

Jeff Martinez, University of Redlands, and Joy Solomon, Rowan University, participated via conference call for portions of the meeting. Chris Apple, University of Rochester; Steve Brown, NCAA; Sharon Cessna, NCAA; Jack Copeland, NCAA; Linda Godby, NCAA; Leah Kareti, NCAA; Charlyn Robert, Nichols College; Claire Roberts, ArbiterSports; Jim Wright, NCAA, were in attendance for portions of the meeting.

Drew Ash, Ithaca College, did not participate in 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.]

Sunday, September 13

The meeting was called to order at 5:20 p.m. by the chair, Mr. Zeff. He provided opening remarks. All members were present as noted above.

1. Welcome and Introductions. Mr. Zeff gave opening remarks and asked that attendees introduce themselves.

2. Review of Schedule and Agenda. Mr. Zeff provided an update to the schedule and highlighted points on the meeting agenda.

3. Overview of Governance Structure and Key Roles in Administration of Championships. Mr. Dutcher provided an overview of the Division III governance structure, including highlights of the philosophy statement, the reporting lines within the governance structure, and the budget process. In addition, various representatives from the championships committee and the NCAA staff provided an overview of the role of the championships committee, the sports committees, and the NCAA championships manager.

4. Sport Specific Disussion. Mr. Zeff reminded sports committee chairs for golf, tennis, swimming and diving, track and field, and wrestling that additional discussion would take place after the full meeting adjourned for the evening. Golf and tennis discussion would be on the topic of team versus individual/team consideration as a sport while the remainder of the sports would discuss the potential for field-size increases.

5. Adjournment. The meeting adjourned at 6:05 p.m.

Monday, September 14

The meeting was called to order at 8:05 a.m. by the chair, Mr. Zeff. He provided opening remarks. All members were present as noted above.

6. Championships Host Bid Cycle. Ms. Cessna presented an update regarding the strategy of soliciting interest for and awarding of championship host sites. The bid cycle for 2011-12 and 2012-13 hosting awards will follow a strategic approach that is focused on a coordinated timeline to achieve the goals of student-athlete experience and efficient use of resources. In the long-term, the strategic bid process will position championships for sustainability and resilience to meet challenges. As part of her report, Ms. Cessna provided an update on the championships city project, noting that six cities are currently in the pilot program and will be evaluated at the end of the pilot's three-year term.

7. ArbiterSports Initiative. Ms. Roberts outlined the NCAA's recent investment in Arbiter and implications to further expand and enhance officiating improvement programs. For Division III, there will not be a requirement that an official pays a fee to use the educational products nor will there be a requirement that the assigning function is used. The online rules test will available for officials that want consideration for post-season assignments who have not signed up for Arbiter service. Mr. Dutcher further noted that, in the long-term, sport committees will have the opportunity to recommend mandatory Arbiter membership by officials for post-season championship assignments.

8. Championships Travel. Mr. Brown provided an update on the ongoing project to contain travel expense for championships, noting that Division III championships experienced a nine percent decline in travel cost for the 2008-09 championship year. Mr. Brown cited reasons for the decline, including optimal geographic location of some championships, fewer charter planes used for team travel, favorable commercial airline rates, and the widespread application of the NCAA travel mileage software.

9. Championships Performances Standards. Mr. Brown also provided a report on the implementation of the championship performance standards survey during the 2008-09 championships. The intent of the surveys is to capture the strengths and weaknesses of the championships through feedback, including narrative comments, from participating student-athletes, institutional personnel, tournament directors and championship managers. Looking

ahead to the 2009-10 championship year, feedback from a representative of the sport committee will also be captured in the survey process.

10. Sports Wagering. Mr. Brown reviewed the recently adopted policy (August 6, 2009) by the NCAA Executive Committee pertaining to legalized sports wagering and the location of championship competition which now states: "No predetermined or non-predetermined session of an NCAA championship may be conducted in a state with legal wagering that is based on single-game betting on the outcome of any event (i.e., high school, college or professional) in a sport in which the NCAA conducts a championship."

11. Budget Issues. Mr. Dutcher reviewed the timetable and process associated for items proposed by sport committees with budget considerations. Special emphasis was placed on the preference to reallocate existing dollars rather than request new funds. The Championships Committee will consider budget requests from the sport committees during the ensuing meeting as well as in the coming months before the budget is considered by Management Council.

12. Participant Mementos. Mr. Zeff encouraged discussion concerning the participant mementos distributed at final championship sites. Some concern was expressed regarding the type and quality of items currently available for hosts through licensee PPI. Other input noted that hosts have traditionally enjoyed the opportunity to select a unique memento package and maximizes the allocation of $55/person.

13. Selection Criteria. Mr. Wright led discussion pertaining to strength-of-schedule and the application of the weighted opponents' winning percentage (OWP) and opponents' opponents' winning percentage (OOWP) as part of selection criteria, two-thirds and one-third weights, respectively. Mr. Wright also offered comment on a weighted consideration for home and away contests when calculating OWP and OOWP and recommended that the weight be determined on a sport by sport basis. The Championships Committee will consider a proposal from the men's basketball committee to weight home and away contests during the ensuing meeting.

    Mr. Williams also reviewed a snapshot of the score reporting system which captures the weighted calculation of the OWP and OOWP in an additional column. He also highlighted the snapshot from the score reporting system that will be published as a part of the score reporting pilot program in the sports of men's and women's soccer, men's and women's basketball, softball, and baseball. Chairs of the relevant sport committees were encouraged to document feedback from the membership throughout the year of the pilot program.

14. White Paper Eight – Championships Bracket Size Projections for Team Sports. Ms. Suscha provided a report concerning gender equity in overall championship opportunities as a follow-up to the championship committee's initial report on championships bracket size projections for team sports (report of championships committee to Management Council, July 2009). Specifically, the committee evaluated the cumulative number of championship opportunities in relation to participation across all sports, including individual-team sports, by gender. [Note: Those sports with a National Collegiate championship were excluded.] The study demonstrated that men are afforded championship access at an approximate ratio of one in every 11.2 opportunities while women experience an approximate ratio of one in every 8.1 opportunities. The analysis provides additional perspective to the discussion of Division III membership growth and the current constraints of bracket maximums and access ratios.

15. Elite 88 Award. Mr. Bedics introduced the purpose, criteria, and rollout of the Elite 88 award. The award has been established to recognize the student-athlete with the highest grade point average at each final championship site. Sport committee chairs were provided a handout detailing the award and asked to work with their championship managers and hosts to incorporate presentation of the award into the schedule of events at the final championship site.

16. Analysis of Sport Region Alignments and Rankings Processes. The Championships Committee has initiated a project to analyze current sport region alignments and rankings processes across all sports. To date, the committee has not asked that sports operate in the same manner, but realizes that an inconsistent approach to regional alignment and rankings process (e.g., number of teams ranked per region as a proportion of the sponsoring institutions, nomenclature assigned to regions, etc.) may be problematic to the membership and the public at large. In particular, the committee shall focus on eliminating inconsistencies between like sports and those with similar sponsorship numbers.

17. Administrative Information for Sport Committee Chairs. Mr. Zeff and Mr. Williams presented a number of updates and reminders to the sport committee chairs, including:

    - In team sports, an administrator must be present at the championships and participate in the pre-championships meeting (all rounds).

    - NCAA staff is developing an action plan related to widespread illness (e.g. H1N1 flu) as it affects the conduct of championships across all sports and NCAA divisions. It is expected that the plan will be distributed to the membership before the start of the championship season.

    - A chart of provisional and reclassifying institutions was reviewed. For the 2009-10 and 2010-11 championship seasons, La Sierra University will count as provisional

years 3 & 4 when counting toward championship selection criteria even though the institution will be classified as provisional years 1 & 2.

- A list of all Division III championships dates and sites was reviewed.

- The 2009-10 Championships Committee calendar, including dates for in-person meetings and teleconferences, was reviewed.

- Each sport committee is responsible for distributing a sport specific newsletter (refer to template) to the membership detailing important information, including championships committee actions, selection criteria, and future dates and sites.

18. Role of the Regional Advisory Committee Chair. Mr. Zeff led a discussion about the current policy concerning the role of national sport committee members on the Regional Advisory Committee (RAC) as well as the practical application of that policy across all sports. Sport committee chairs raised concerns about the ability of the RAC chairs to be neutral to interpret and lead discussions on the selection and ranking criteria and not serve as the representative of a particular institution or conference during rankings deliberations. The Championships Committee will consider the feedback from the sport committees during the ensuing meeting.

19. Updates from Chairs on Sports Issues. Each of the sports committee chairs provided an update on issues relevant to their championships.

20. Adjournment. The meeting adjourned at 2:05 p.m.

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