# A G E N D A

National Collegiate Athletic Association

Division III Membership Committee

Indianapolis, Indiana February 16-17, 2010

1. Welcome and announcements.

2. Review December 2009 teleconference minutes. [Supplement No. 1]

3. NCAA Division III Membership Committee roster. [Supplement No. 2]

   a. NCAA Convention planning subcommittee.

   b. Membership Committee chair appointment. [Supplement No. 3]

4. NCAA Division III governance and identity update. [Supplement No. 4]

5. White paper recommendations.

   - Division II as a destination.

     1) White paper. [Supplement No. 5]

     2) NCAA Web site enhancement. [Supplement No. 6]

     3) Joint meetings with NCAA Division II Membership Committee. [Supplement No. 7]

6. Provisional/reclassifying members.

   a. Current roster of provisional and exploratory members. [Supplement No. 8]

   b. Program and education timelines. [Supplement Nos. 9a and 9b]

      - Provisional and reclassifying listserv.

c. Committee mentor program.

1) Timing of mentor introduction. [Supplement No. 10]

2) Resources for exploratory and provisional/reclassifying institutions. [Supplement No. 11]

3) Resources for committee mentors. [Supplement No. 12]

4) New assignments.

d. Review 2010 NCAA Convention provisional/reclassifying member education session. [Supplement No. 13]

e. Review year-three preliminary program assessments. [Supplement No. 14]

1) Birmingham-Southern College. [Supplement No. 15]

2) Franciscan University of Steubenville. [Supplement No. 16]

3) Geneva College. [Supplement No. 17]

4) St. Joseph's College (Brooklyn). [Supplement No. 18]

7. Active members.

a. Active member requirements/audits.

1) Sports-sponsorship audit. [Supplement No. 19]

a) Hollins University. [Supplement No. 20]

b) Historical review. [Supplement No. 21]

2) 2010 Convention attendance. [Supplement No. 22]

a) Attendance requirement. [Supplement No. 23]

b) Massachusetts Maritime Academy. [Supplement No. 24]

c) Waiver requests.

i. North Carolina Wesleyan College. [Supplement No. 25]

ii. Rust College. [Supplement No. 26]

b. Coaches test – new questions. [Supplement No. 27]

c. Active member education.

1) 2010 NCAA Regional Rules Seminars topics. [Supplement No. 28]

2) National Association of Division III Athletic Administrators.

3) *Getting in the Game* educational product. [Supplement No. 29]

4) NCAA Division III Institutional Self-Study Guide and NCAA Division III Conference Self-Study Guide updates. [Supplement Nos. 30 and 31]

d. Review waiver report. [Supplement No. 32]

8. Conference membership.

a. Mid-Atlantic Rowing Conference – single-sport conference application. [Supplement No. 33]

b. Single-sport conference delineation. [Supplement No. 34]

9. University of California, Santa Cruz – sport-sponsorship waiver. [Supplement No. 35]

10. NCAA Division III Bylaw 20.4.3.2 (compliance with criteria) and athletically related financial aid exception. [Supplement No. 36]

- Rutgers, The State University of New Jersey, Newark – multidivisional reclassification application request. [Supplement No. 37]

11. Eastern Nazarene College – sports-sponsorship waiver. [Supplement No. 38]

12. NCAA Division III Constitution 3.02.3.1.2.2 (restricted) – catastrophic injury clause. [Supplement No. 39]

13. Membership requirements – penalty structure. [Supplement No. 40]

14. Potential legislative proposals.

    a. Bylaw 20.2.5.1.2 (failure to meet minimum sports-sponsorship criteria) – move to Bylaw 20.11.3 (sports sponsorship). [Supplement No. 41]

    b. Bylaw 20.3.3.1.1 (general) – update to reflect new provisional/reclassification processes. [Supplement No. 42]

    c. Bylaw 20.6.10.1 (three-year and petition deadline requirement) – update to reflect new deadlines and shift responsibility to committee. [Supplement No. 43]

15. John Jay College of Criminal Justice progress report. [Supplement No. 44]

16. State University of New York Maritime College – athletics program assessment review. [Supplement No. 45]

17. 2010 meeting schedule.

    a. In-person meeting.

        - June 22-24, 2010, Indianapolis, Indiana.

    b. Teleconferences: 1 - 3 p.m.

        1) March 11;

        2) April 8;

        3) May 13;

        4) June 10;

        5) July 8;

6) August 12;

7) September 9;

8) October 14;

9) November 11; and

10) December 9.

c. Appeal teleconferences.

1) April 8;

2) July 15; and

3) October 14.

18. 2011 in-person meeting dates selection.

a. February; and

b. June.

19. Other business.

- Provisional and reclassifying application timelines and deadlines.

20. Adjournment.

MINUTES OF THE

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION

DIVISION III MEMBERSHIP COMMITTEE

NCAA National Office
Indianapolis, Indiana

February 16-17, 2010

Participants:

Stefanie Baker-Watson, North Central College
Chris Graham, Midwest Conference
Charles Harris, Averett University
Dale Knobel, Denison University
Shana Levine, Washington and Lee University
Mark Majeski, Willamette University, chair
Lynn Oberbillig, Smith College (chair, NCAA Division III Management Council)
Christopher Ragsdale, Heartland Collegiate Athletic Conference
Charlyn Robert, Nichols College
Diana Schwartz, Westfield State College
Rubin Stevenson, Frostburg State University
Azure Davey, NCAA
Katie Willett, NCAA, recording secretary
Amy Huchthausen, NCAA
Dan Dutcher, NCAA

[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.]

The NCAA Division III Membership Committee meeting was called to order at 8:11 a.m. Eastern time by the chair. All members were present as noted above.

1. Welcome and Announcements. The committee and all attendees introduced themselves. The committee took the opportunity to welcome the four new committee members to the group.

2. Review December 2009 Teleconference Minutes. The committee reviewed the minutes from the December 10, 2009 teleconference.

   It was VOTED

   "That the minutes of the December 10 teleconference be approved as written."

3. NCAA Division III Membership Committee Roster. The committee reviewed the roster and it was noted that staff should be contacted if information needs to be changed.

   a. NCAA Division III Convention Planning Subcommittee. The committee was informed that Chris Ragsdale was appointed to the NCAA Division III Convention Planning Subcommittee to replace Susan Hoffman. The importance of the role was noted.

   b. Membership Committee Chair Appointment. It was noted that the current chair of the committee, Mark Majeski, had completed his term and that a new chair would need to be appointed. The role of the chair was discussed and it was indicated that elections would take place the following day to provide the committee with an opportunity to think about the decision. Mr. Majeski thanked the committee for the opportunity to serve as chair and noted the benefits of the role.

      It was VOTED

      "That Shana Levine, Washington and Lee University, be appointed chair of the Division III Membership Committee."

      Note: Action was taken on Wednesday, February 17.

4. NCAA Division III Governance and Identity Update. Staff acknowledged the work of the committee and reviewed the strategic positioning platform. The roundtable conversations that took place at the NCAA Convention and ideas on communicating the values of Division III were discussed. It was noted that the initiative will define what Division III is versus what it is not. It was also noted that resources would be provided and developed to activate the platform. The committee discussed the importance of active participation and top-down support for successful implementation to take place. It was shared that new media will be used to communicate and maximize the success of the initiative (e.g., social networking sites).

The importance of the committee being committed to using the platform and communicating it through its work, including providing the platform as part of the provisional/reclassifying educational process, was stated. A suggestion was made to incorporate the six attributes into items such as the NCAA Division III Institutional Self-Study Guide (ISSG) and NCAA Division III Conference Self-Study Guide (CSSG) to ensure that members are using the language. Additionally, it was recommended that the platform be a focus at NCAA Regional Rules Seminars and other NCAA events. The committee was encouraged to take a look at practical ways to use the platform in the work that it does (e.g., getting in the game, preliminary program assessment, rules test). The importance of the committee making decisions that are in-line with the platform was also noted.

The committee inquired about access for provisional member institutions and what resources would be available to them related to the identity initiative. It was noted that a definitive answer had not yet been determined. The committee noted that it would be a useful tool for provisional and reclassifying members to help communicate the attributes of Division III and explain why they are pursuing Division III membership. A suggestion was made to allow a portion of the application fee required of provisional and reclassifying institutions to be used to cover expenses associated with resources that are available if necessary.

Staff also acknowledged that the NCAA Executive Committee has recognized that the Association needs to deal with membership growth on a holistic basis moving forward. It was noted that a working group will be appointed that will contain representation from all three divisions to review and discuss membership growth, including a representative from the Division III Membership Committee. Note: Following the meeting Chris Graham, Midwest Conference, was appointed to serve as the representative from the committee.

Discussion also took place related to presidential leadership and it was noted that there may be a legislative package at the 2011 NCAA Convention that will allow presidents to be more involved in strategic issues versus operational. Currently, the governance structure does not accurately reflect the structure and reporting lines on Division III campuses and there may be a shift to make this more consistent. Staff indicated there is also a push to ensure that presidents are actively engaged at the conference level and noted there is a potential for legislation addressing this moving forward. The committee noted that it supports the concept and would be interested in participating in future conversations related to presidential engagement.

An update on the academic reporting pilot was provided. It was noted that it is an exercise to test the philosophical tenant in Division III and see how student-athletes are performing academically in relation to students generally. It was noted that staff is cognizant of the

administrative burden as well as demographics and the differences between institutional missions within the division as it relates to this initiative.

The committee also received an update on the drug testing pilot. It was noted that the division will need to decide where it will go moving forward. It is expected that there will be recommendations going through the governance structure.

The group was also informed that the NCAA contributed $300,000 to relief in Haiti. It was raised that there is a citizenship component of the platform and that there will be a drive to highlight that through a challenge to Division III student-athletes to match the contribution. This movement puts the platform to work and emphasizes what student-athletes do in regards to citizenship.

5. White Paper Recommendations. Staff provided an overview of the white papers and recommendations tackled by the committee to date.

- Division II as a Destination.

  - White Paper. The committee reviewed the recommendations in the white papers and provided feedback.

    (a) NCAA Web Site Enhancement. It was noted that most often institutions interested in joining the NCAA visit the membership Web site. As such the staff is looking to enhance that section of the Web site and provide additional educational information along with facts for each division and a comparison between the processes in each division. The change in membership requirements in Division I that have been endorsed were highlighted as was the emphasis that will be given to Division II and Division III moving forward.

    The committee provided feedback on the concept and suggestions for improvement. Specifically, it noted that it would be helpful to include context related to the Association and what it means, not focused solely on the athletics community but others as well. Additionally, details related to application for membership and the expectations should be communicated. A suggestion was made to include top-level tools such as the Division II financial simulator and an interactive site that would include a list of questions that, depending on the answer, would direct institutions to a specific division. The committee endorsed the concept to move forward with the enhancements of the membership Web site.

(b) Joint Meetings with NCAA Division II Membership Committee. The committee discussed the practicality of meeting jointly with the NCAA Division II Membership Committee and the benefits that could result, noting that it may be dependant on issues at the time and that establishing a periodic meeting schedule may be best to ensure that it is not done at the expense of Division III work. The committee raised the notion of also including Division I in the process as well. It was noted that a potential option would be a subcommittee with chairs of the divisional membership groups. The committee supported the concept of joint meetings with the NCAA Division II Membership Committee and directed staff to further investigate.

6. Current Provisional/Reclassifying Member Program.

a. Current Roster of Provisional and Exploratory Members. The committee reviewed the provisional/reclassifying roster and verified that the information was correct. It was noted that La Sierra University will be withdrawing from the provisional process and will no longer pursue membership in Division III.

b. Program and Education Timelines. Staff asked for feedback and direction pertaining to the provisional/reclassifying process timeline and the programming that is provided. It was noted that there are currently two processes in place with the change in requirements that started with the 2009-10 academic year. The committee was asked to focus on the new process and changes that can be made moving forward.

A reminder was provided by the committee that the student-athlete advisory committee should be included in the on-campus visit. Also, the committee asked that communication be provided to institutions related to events such as Faculty Athletics Representative Association and National Association of Collegiate Women Athletics Association through the timeline (e.g., dates and locations). The committee requested that consideration be given to diversity and making institutions in the process aware of the opportunities that exist in this regard.

Staff asked for guidance from the committee in regards to the teleconferences that will be held during year two and year three of the new provisional/reclassifying process. The committee indicated that it would like for the teleconference to have required participants including staff liaisons, the institutions mentor, the athletics director, the senior woman administrator, the faculty athletics representative, the chief compliance officer and a representative from the student-athlete advisory committee (for a period of time). A discussion also took place about extending an invitation to additional constituents on campus (e.g., financial aid officer, registrar, admissions) as

well as setting a designated time period for the chancellor or president to join the teleconference.

It was noted that it would be beneficial to have presidential involvement for a designated time period to review pertinent issues and to emphasize presidential engagement. Consensus was that the agenda will be institutionally driven. However, it was determined that there should be standard elements to review with each institution. The committee felt that review of the program assessment and on-campus visit experiences would assist in identifying topics for discussion. Additionally, departments external to athletics (e.g., admissions, financial aid) should be incorporated when appropriate based on institutional review.

Staff indicated it is looking to create a listserv for provisional/reclassifying institutions to use as a resource throughout the process. The committee supported the concept and agreed that it would be beneficial for the committee members to be included in the listserv.

c. Committee Mentor Program. The staff reviewed the provisional/reclassifying process and noted that the change to full compliance with Division III rules in year one has resulted in a gap in communication and support for those institutions going through the exploratory process to ensure they are properly prepared for year one of the process. A recommendation was made from the staff to provide those institutions going through the exploratory process with a mentor.

The committee noted that in year one an institution is sponsored by a current active member in Division III and inquired about that relationship being better used during the exploratory process. Concern was raised with the likelihood that an institution would then apply for the provisional process and the institutions expectations for acceptance based on the mentors involvement during the exploratory year. The committee also inquired about staff's involvement during the exploratory process and the current requirements/expectations for exploratory members. The committee supported the concept of assigning a mentor to an institution going through the exploratory process. It was noted that it may be helpful to create a guidance document to ensure specific topics are handled by the appropriate individuals (e.g., staff versus committee).

(1) Resources for Exploratory and Provisional/Reclassifying Institutions. The committee discussed the idea of creating resource documents for provisional/reclassifying members. It was noted that it may be helpful to have a template from an institution that has gone through the process. The committee also raised the possibility of creating an operational manual that contains best practices, instructions on where to go for specific materials, as well as links or

notes in the preliminary program assessment for essential items, yearly recaps from institutions going through the process and those that have been through it. The importance of communicating the expectations associated with the process and the time commitment it takes was also noted.

In light of the discussion related to resources and providing additional assistance to institutions in the process the importance of codifying the role of a mentor and providing guidance to ensure mentors are comfortable and aware of responsibilities and expectations was expressed. It was noted that baseline requirements should be incorporated into the educational timeline including dates for review of materials being submitted to the committee prior to the final submission; informal, monthly check-ins; and follow-up opportunities such as year-one campus visit debrief and meeting time at Convention. The committee noted the benefit that could result from increased mentor involvement and review of documents. The staff asked for volunteers to assist in review of resource materials. Chris Ragsdale and Shana Levine agreed to serve in this capacity.

(2) New Mentor Assignments. Staff noted role of a mentor and also reminded and encouraged the committee that if questions arise that are outside the scope or comfort level to use them as a resource. Stevie Baker-Watson was assigned as mentor to Birmingham-Southern College and North Central University; Charlyn Robert was assigned to St. Joseph's College (Brooklyn); and Rubin Stevenson was assigned to Penn State University, Harrisburg. The committee suggested adding conference affiliation to the roster and staff noted it will also include the sponsor institutions as well.

d. Review 2010 Convention Provisional/Reclassifying Member Education Session. The committee discussed the provisional/reclassifying member education session that took place at the 2010 NCAA Convention. It was noted that it was helpful to have the opportunity to exchange ideas. The committee indicated it may be beneficial to reassess requiring presidents to attend the educational session at Convention and allowing them to take advantage of other programming occurring at the same time such as the session for first time chancellors and presidents. The committee indicated it liked the hot topic introduction to provide guidance and then allowing the group to interact.

e. Review Year Three Preliminary Program Assessments. The committee reviewed year three preliminary program assessments. The assessments for all institutions were deemed acceptable by the committee.

(1) Birmingham-Southern College. The committee felt the assessment was satisfactory. It was noted that there is a need for a strong compliance department and there was concern expressed among the group in regards to the mentality that only coaches are responsible for recruiting and that no outside oversight for certification appeared to be present. The committee would like to see the athletics department make an effort to be better connected with the campus on all issues. Review of the organizational chart indicates that the athletics department is not as connected. Additionally, the student-athlete handbook needs to be updated to include Division III rules and regulations to ensure appropriate information is being provided to the student-athletes. Lastly, the committee noted that some of the violations were connected to the areas of concern that were identified (e.g., recruiting).

(2) Franciscan University of Steubenville. The committee felt that overall the assessment was satisfactory. Concern was expressed with sport sponsorship and participation numbers. Also, the committee noted the violations that were reported.

(3) Geneva College. Report was well done, it was complete and thorough materials were provided. The committee noted that the athletics director also identifies herself as the senior woman administrator and there is another female in the athletics department with administrative duties. As such consideration may want to be given to designating another individual as senior woman administrator. It was also noted that the institution did identify violations over the last three years.

(4) St. Joseph's College (Brooklyn). The institutions assessment was deemed satisfactory. The committee noted that the institution submitted a very thorough student-athlete handbook. It was point out that the institution should clarify the process used when a violation is discovered and investigated. The committee acknowledged that the institution also made mention of a process for reviewing the student-athlete's grade-point average. However, did not explain the process which should be clarified. An inquiry was made about the system being used to identify student-athletes and if they can be flagged or if athletics can be notified if a student-athlete drops below full time as that was not specified in the assessment. The committee noted that the institution did not provide information related to verifying eligibility of transfer student-athletes and that coaches should be involved in compliance. Lastly, a suggestion was made for the institution to set a date for staff and coaches to take the rules test.

(5) State University of New York Maritime College. The committee indicated that the institution fulfilled its obligation of probation. In its review, the committee

noted that there were areas where the institution indicated there was no formal process (e.g., compliance systems items four and five); however, then explained a process. As such, it is recommended that the institution codify the process provided in a policies and procedures manual. It was also noted that the institution should be reminded of what constitutes a representatives of athletics interest (e.g., parents, volunteers). Additionally, it was pointed out that just because an individual is outside of athletics does not mean they don't have compliance responsibility and those individuals need to be educated.

7. Active Member Requirements/Audits.

- Sports-Sponsorship Audit. The sports-sponsorship audit process was discussed and the committee reviewed a report from the consultants.

  (1) Hollins University. Staff noted that Hollins University acknowledged that they did not meet sport-sponsorship requirements for 2008-09 and while the institution recognizes there is an issue they do not feel as though there is sufficient mitigation to be filing a waiver for relief. The institution noted that it is making strides moving forward. The committee expressed appreciation for the institutions approach to the situation and commended the institution on the way it was handled.

  It was VOTED

  "To recommend that Hollins University be placed on probation for the 2010-11 academic year."

  (2) Historical Review. The committee was informed this item would be reviewed in the future during a teleconference.

8. Active Member Education.

a. 2010 NCAA Regional Rules Seminars Topics and Attendance. The dates and format of this year's Regional Rules Seminars were reviewed. It was noted that the structure of the seminar will be adjusted to include programming to provide a foundation related to rules compliance in Division III and that it will follow a progression and address practical questions. Staff noted that feedback is welcome particularly with topics for upcoming seminars. However, the schedule for 2010 has been set in coming years. The committee raised the question of participation in seminars through technological advances. Staff noted that it was tracking on the concept of looking at

requiring in-person attendance once in three years and availability of other options on the off years.

b. National Association of Division III Athletic Administrators. It was noted that the National Association of Division III Athletic Administrators Convention will run in conjunction with the Dallas Regional Rules Seminar this year.

c. *Getting in the Game* Educational Product. The committee reviewed user data for the *Getting in the Game* Web site. Previously the committee asked to see the profile of users including what was being viewed, by whom and when.

d. NCAA Division III Institutional Self-Study Guide and Conference Self-Study Guide. Staff noted it would review the ISSG and look to restructure the document and incorporate the six attributes as well as other key concepts such as presidential involvement. Additionally, it will look to include information pertaining to legislative changes that may be applicable. Chris Graham indicated he would assist staff in its review. The committee also noted that it would like to see adjustments with the CHAMPS/Life Skills questions.

9. NCAA Division III Rules Test. The committee reviewed potential questions for the 2010-11 NCAA Division III Rules Test and provided feedback noting that it would like to see more situational questions included. Additionally, the committee requested that questions related to fundraising be addressed and that generic questions associated with hardship waivers be incorporated. Lastly, staff explained the process used for the identification and elimination of questions.

10. Review Membership Waiver Report. The committee reviewed an updated chart of membership waivers adopted since June 1998. The committee discussed the template letter that will be provided to institutions annually to advise them of the status of approved waivers. It was noted that language should be added to the letter for those receiving a sport-sponsorship waiver to point out the change in legislation starting in 2010. Additionally, for those specific waivers dealing with the consortium a note should be made in the notification about need to reapply for the waiver. The committee indicated that the notification letter should be provided to institutions in August.

11. Conference Membership.

a. Mid-Atlantic Rowing Conference. The committee reviewed the conference application. It was noted for the committee that the application was for women's

rowing and staff followed up with the conference to ensure appropriate presidential involvement and oversight was considered and included in policies and procedures. In its consideration, the committee pointed out that the conference appears to be driven by the coaches and limited involvement of administration and presidential oversight.

It was VOTED

"To accept the application submitted by the Mid-Atlantic Rowing Conference for membership to Division III."

The committee discussed if there should be parameters that need to be met. Specifically, it asked if there should be a specific Division III application as currently all three divisions use the same application. Additionally, the role of championships involvement in the process and the impact of the automatic-qualification status of a conference were discussed. Conversation ensued related to conference structure and what it means to be a conference (e.g., conference play, mega-conferences) and in what direction the division is heading. It was noted that it is a higher level strategic discussion and that the committee's concerns would be noted.

b. Single-Sport Conferences. The staff reviewed the definition of a single-sport conference that was recently approved by the NCAA Division III Interpretations and Legislation Committee. It confirmed that a single-sport conference is a conference that only sponsors one sport. A conference that sponsors one sport, but sponsors both men's and women's competition in that sport is considered a multisport conference and would not qualify for a single-sport conference waiver for purposes of automatic qualification for either the men's or women's competition.

It was noted that there are currently two conferences in Division III that are classified as single-sport conferences yet sponsor the same sport for men and women. Per the newly adopted official interpretation, these single-sport conferences should be considered multisport conferences. The committee supported allowing the two involved conferences to establish themselves as two-single sport conferences without going through the formal application process if they chose to do so. Should the conferences choose to be two single-sport conferences, the conferences would need to ensure that all requirements for member application are on file at the conference offices (e.g., separate bylaws and constitution). Additionally, moving forward the conferences will be required to submit annual dues (presently $450 per conference) for both single-sport conferences.

12. NCAA Division III Bylaw 20.4.3.2 (Compliance with Criteria and Athletically Related Financial Aid Exception). Staff noted that there is an exception for provisional and reclassifying institutions that offers student-athletes currently receiving athletically related financial aid the choice to continue receiving athletically related financial aid and no longer participate in athletics or no longer receive athletics aid but maintain their eligibility in the sport. There is not an exception to this rule to allow an institution that sponsors a sport in another division and reclassify the sport to Division III to continue to award athletically related financial aid to current student-athletes that choose to accept the aid and no longer participate in athletics. However, the committee noted competitive equity concerns indicated it is a unique situation where an institution is a Division III institution that sponsors a sport in another division.

    It was VOTED

    "To allow Division III institutions that sponsor a sport in another division and are reclassifying that sport to Division III the same latitude afforded to provisional and reclassifying institutions in regards to awarding financial aid."

    - Rutgers, The State University of New Jersey, Newark – Multidivisional Reclassification Application Request. The committee reviewed an application from Rutgers, The State University of New Jersey, Newark to reclassify its men's volleyball team, which is currently sponsored as a Division I sport, to Division III. The institution requested that student-athlete be permitted to receive athletics aid during the reclassification process and compete at the Division III level. The committee noted that it just passed a new allowance related to financial aid for institutions in this situation.

      It was VOTED

      "To grant partial relief of the institution's waiver request of Bylaw 20.4.3.2 (compliance with criteria). Specifically, Rutgers, The State University of New Jersey, Newark may reclassify its Division I men's volleyball program to Division III in accordance with Bylaw 20.4.3.2 (compliance with criteria) and continue to award athletically related financial aid to the men's volleyball student-athletes that no longer participate, but the institution would not be permitted to award athletically related financial aid to active men's volleyball participants."

13. Eastern Nazarene College – Sport Sponsorship. The committee reviewed a waiver request for sport-sponsorship requirements submitted by Eastern Nazarene College. It was noted that the committee would like the institution to clarify and document in its policies that those individuals enrolled in an adult education program are not permitted to participate in

athletics. Additionally, the committee encourages the institution to define an eligible student-athlete, including the distinction between a full-time student in the adult education program and how full-time status is defined for matriculating students enrolled in a regular program of studies. The committee discussed the precedent set by the NCAA Division III Financial Aid Committee that allowed the institution to exclude this segment of the student population for its review. It was also noted that the institution needs to be aware of its rolling average of traditional students as the waiver would be null and void at the point in time that number is above 1,000.

It was VOTED

"To approve the sport-sponsorship waiver request submitted by Eastern Nazarene College per Bylaw 20.11.3 for a three year period starting with the 2010-11 academic year."

14. NCAA Division III Constitution 3.02.3.1.2.2 (Restricted) – Catastrophic Injury Clause. The committee reviewed legislation related to restricted membership status and examined the impact on institutions and student-athletes if the catastrophic-injury insurance was lost during the restricted membership category.

It was VOTED

"To allow those institutions placed on restricted membership status to maintain catastrophic-injury insurance."

15. 2010 Convention Attendance. Staff reviewed the NCAA Convention attendance requirement and a brief history of the committee's position related to satisfying the requirement. It was noted that currently, to satisfying the requirement, an institution must cast a vote at the Division III business session. Additionally, it was noted that the tone of the letter that is provided to institutions who do not cast a vote is harsh and may need to be amended. Consideration was given to reviewing the standard to meet the requirement and if the intention is truly for institutions to be at the business session and to cast a vote or if participation in educational sessions could satisfy the requirement. The committee was comfortable providing staff with latitude in regards to meeting the Convention attendance requirement when it can be verified that an institutional representative is at Convention and attends educational sessions and programming.

The directive for staff is to provide those institutions in violation of the requirement with a friendlier letter acknowledging they were in attendance; however, the institution did not cast a vote at the business session. Additionally, the letter should remind and encourage the institution to vote at the next Convention. The true intent of the Convention attendance

requirement was discussed further and the committee determined that it supported a supplemental standard to also look at an institution's attendance at educational sessions in addition to casting a vote at the business session to determine active participation.

The committee asked that publicly the standard to meet the Convention attendance requirement remain casting a vote at the business session. However, latitude will be provided to the staff to determine if an institution's level of engagement would constitute active participation and meet the attendance requirement (e.g., attended educational sessions). Staff has the autonomy to make such decisions and has been instructed to report back to the committee on such decisions. At the point in time an institution's attendance or level of engagement at Convention is in question, staff will carry on further discussions with involved institutions. In cases where there is no precedent or relief is not justified staff will bring it before the committee for review.

a. Massachusetts Maritime Academy. Staff shared with the committee that Massachusetts Maritime Academy was in attendance at Convention and attempted to cast a vote at the business session. However, its voting machine was faulty. It was noted that the institution clearly met the intent of the legislation.

b. Waiver Requests.

(1) North Carolina Wesleyan College. The committee reviewed the Convention attendance waiver request from North Carolina Wesleyan College.

It was VOTED

"To approve North Carolina Wesleyan College's waiver request of the Convention attendance requirement per NCAA Constitution 3.2.4.15."

(2) Rust College. The committee reviewed the Convention attendance waiver request from Rust College.

It was VOTED

"To approve Rust College's waiver request of the Convention attendance requirement per NCAA Constitution 3.2.4.15."

16. Membership Requirements – Penalty Timeline. Staff reviewed with the committee the current operating procedures for the penalty timeline and the three strike process noting that it has been communicated that the penalty structure applies to all divisional membership requirements collectively. However, legislatively that is not how it is

structured. Based on the legislation, it is written that the three strike process applies to each requirement independently. Discussion ensued about the significance of the membership requirements and it was noted that philosophically the committee was willing to support through the revised penalty structure a prioritization of the membership requirements.

Initially the committee's discussion related to the penalty structure was tied to holding institutions accountable. The membership is now looking for flexibility in the goals and the question was raised if there is a different way to accomplish the objective (e.g., more positive educational approach). The committee discussed moving forward and taking a look at alternative approaches to the membership requirements. The committee is looking to focus on defining the true intention and explore meaningful requirements and potentially additional standards. It was noted that the committee would like to maintain a reasonable approach. A suggestion was made to take a look at a matrix approach to define a true Division III member institution and acknowledge active participation. Staff was directed to generate potential membership models to be reviewed by the committee at its June meeting.

In regard to the current penalty structure, the committee supported separating the requirements; however, keeping the emphasis on sports sponsorship so if you have a strike in sport sponsorship and then get a strike in another area it compounds. The other requirements (e.g., ISSG, Convention and Regional Rules attendance) would remain jointly in their own silo.

17. John Jay College of Criminal Justice. The committee commended the institution for the effort made to address the concerns raised and it encouraged the institution to incorporate all of the measures detailed in the report.

18. Future Meeting Dates.

    a. In-Person Meeting Dates.

        (1) June 22-24, 2011; Indianapolis, Indiana.

        (2) February 15-16, 2011; Indianapolis, Indiana.

    b. Teleconferences. The committee allotted two hours for each teleconference. The teleconferences will begin at 1 p.m. Eastern time and take place on the second Thursday of each month as follows:

(1) March 11;

(2) April 8;

(3) May 13;

(4) June 10;

(5) July 8;

(6) August 12;

(7) September 9;

(8) October 14;

(9) November 11; and

(10) December 9.

c. Appeal teleconferences.

(1) April 8;

(2) July 15; and

(3) October 14.

19. Other Business.

20. Adjournment. The meeting was adjourned at 10:43 a.m. Eastern time.

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