



OPERATIONS COMMITTEE MEETING MINUTES

Wilkes University
May 12, 2009

Ken Andrews called the meeting to order at 9:40.

Attendance: Ken Andrews, Bill Klika, Larissa Gillespie, Rick Beard, Shirley Liddle, JP Andrejko, Addy Malatesta

The March 17, 2009 **minutes** were approved 5-0.

Old Business

A lengthy discussion about **membership issues** ensued with these concepts approved 6-0:

Organize current members into “pods” and maintain the “pod” in any realignment:

Wilkes, King’s, Misericordia, Lycoming

FDU, Manhattanville, DeSales (although because of geography DeSales could go with Albright and Alvernia if that created better balance between the conferences)

Lebanon Valley, Messiah, Elizabethtown

Albright and Alvernia

Eastern, Arcadia, Delaware Valley, and Widener

Maintain a balance between conferences (8/8, 9/9, 8/9, but not 8/10)

With Stevens out of the picture and Shenandoah unlikely to join us, accept 1-3 new members to insulate us from “scrambling” if a member leaves.

Priority listing of potential new members:

Stevenson
Hood
Cabrini

Also considered were Wesley, York, Centenary, Gwynedd-Mercy, Marywood, Neumann, and Immaculata

Provide AQ’s in every conference sport

Encourage present members to add sports to fill AQ’s rather than take on other members.

As quickly as possible, add two football schools for a ten team conference (nine conference games):

Affiliates: Springfield first; Hartwick, or another Empire 8 school next

Do not end the MAC-PAC football challenge until we have better alternatives.

The group voted 5-0-1 not to play a conference school in football more than once.

The men's coaches again discussed the burden of too **many lacrosse conference games**. Operations didn't act on their concerns as the conference will split in the short term

Ken Andrews is scheduling a conference call with volleyball coach and sports information committees to resolve how we can produce **timely and accurate volleyball statistics**. He hopes to have that report ready for Ocean City.

The tennis format proposed by the coaches to move women's tennis to the spring was discussed and resulted in two motions that were approved 5-0-1:

In **2009-10 the women's tennis season** (regular season matches, team championships, and the individual tournament) will be conducted in the fall.

Commencing in **2010-11 men's and women's tennis will be conducted in the spring:**

Weekday matches staggered home and away with same school

Both teams to match at same site on weekends (with six courts, start both doubles)

Team championships on campus the week (Wednesday/Saturday format) prior to NCAA selection

Men and women at Wilkes/King's for individual tournament two weeks prior to NCAA selection (all doubles teams, and the top four singles players in each conference play in a crossover)

Although a cost of about \$1,750 will be incurred by each school (non-football schools probably less) for **electronic film exchange**, Operations voted to create a committee to interview 3-4 vendors about a conference-wide program.

The group discussed the procedure for conducting the **Executive Director's performance review**. They agreed that at the end of each sport season the coaches complete an evaluation and submit it to their chair. The chair will summarize the results and send to the Operations Committee chair. The chair will incorporate these comments into the athletic director's evaluations.

New Business

Ken Andrews had not received enough financial reports to **account for spring championships**.

The **MASCAC budget** has been revised to remove endowment contribution for the next two years. Ken Andrews will refine this further for the Ocean City meeting to assimilate cost saving measures. Possible budget surpluses could later be added to the endowed account or provide more budget relief for schools.

Rick Beard was selected as **Operations chair** for 2009-10. It was noted that the chair of this group and the Executive Committee should have concurrent terms of two years. For 2010-11, Gracia Perilli or Brad McCarty will become chair of Operations.

The following ideas to build **conference communication** were approved 6-0:

The Operations liaison participates in their sport's conference call.

To encourage discussion at the Annual Meeting, break into round tables to consider 2-3 important issues.

Conduct a conference call on Monday with championship teams (similar to NCAA) to review tournament details.

Although not voted on, conference governance might be enhanced with the **Executive and Operations Committees** joining each other on a conference call after presidential meetings.

For 2009, maintain the same **Ocean City schedule**. With a 6-0 vote, this schedule was approved for 2010:

Tuesday:

1:00 PM	Golf
5:30 PM	Wolfgang party

Wednesday

9:00 AM	Meeting
Noon	Lunch on your own
1:30 PM	Meeting

The presidents agreed that schools should maintain autonomy over their own cost savings, but they have charged Ken Andrews with identifying several conference **cost savings measures**.

Although the group did not endorse a position, they wanted to highlight the desirability of ensuring that **contest start times** are based on efficient meal, travel, and warm up times; within this context, there is no need for any overnight trips for regular season play.

Some of these **scheduling parameters** may help save money, but they are more a response to the SID's that too many home events diminish their ability to do a good job on statistics, broadcasting, etc. of home games.

Soccer and basketball remain together

Field hockey and volleyball not with soccer

Baseball/softball and men's/women's lacrosse opposite sites

Operations approved these motions 6-0 to save money in the **conference budget**:

No basketball senior games

Meetings:

No football media day

All meetings at DeSales (two voting delegates, three operations, one SID, track & field, and athletic training) starting at 9:30 AM (track & field at 7 PM) with no hospitality.

Conference calls for all other meetings unless an important agenda item emerges

Championships:

The conference office develops web site for championships (cross country, swimming, track & field, golf, individual tennis) and posts results.

For off-campus venues, the conference hire non-MASCAC athletic trainers to staff the event at no more than \$30.hour.

Officials:

Two (instead of three) in baseball and softball

Three (instead of six for finals) in swimming

Sites and hosts:

Try to host track and swimming with Landmark

Baseball on campus for the first day – Boyertown and Owls for games 3-7. The #1 seed hosts (site supervisor and SID); each team is responsible for their own athletic training. Owl's need ticket sellers. Conference pays for umps and contributes \$300 to each site.

Team tennis on campus of higher seed – site management, athletic training, and program provided by host.

One individual tennis tournament at King's/Wilkes. Wilkes for site management (no other conference championship responsibility); host (schools rotate) hires non-MASCAC athletic trainer, produces program and bracket.

Cross country host provides course, athletic training, program, and site management (\$1,400 conference subsidy).

Golf host provides course, SID, and site manager. Conference contributes \$6,000.

Outdoor track & field host provides site management, SID, and athletic training. Conference pays for timers and officials and contributes up to \$1,000 for expenses.

Indoor track & field off campus. Host provides program, insurance, and hires two non-MASCAC athletic trainers. Conference pays for timers, officials, and \$300 for meet manager (seed, announce, and tally results).

Indoor track & field on campus. Host provides SID, site management, and athletic trainers. Conference pays for timers and officials.

At Softball on campus predetermined site. All coverage by host school. Conference pays for umpires.

Swimming - the conference office manages the meet. The host is responsible for insurance, hiring two non-MASCAC athletic trainers, and program.

Committee reports:

A point of clarification for the athletic trainers: the host school is responsible for liability insurance.

The baseball bad weather championship scenarios were not discussed but make sense.

Motion (Operations 6-0): Move the March 11-12 baseball series to Easter weekend. Games must be played between Thursday and Monday with the nine inning game played first.

Motion (Operations 6-0): With the exception of postponed games due to inclement weather, conference baseball games cannot be moved without consent of the Executive Director.

Motion (Operations 0-6): Name all-tournament teams in baseball and softball.

Motion: (Operations 6-0): Change the men's lacrosse schedule to a Wednesday/Saturday sequence.

Motion (Operations (4-0-2): Because the lacrosse conference is 50% larger than the other sports, allow them to have an honorable mention all-conference team that is equivalent to the size of a team.

Because of the timing on softball all-America picks, the all-conference procedure is completed in a different sequence, but it retains the same criteria.

Motion (Operations 6-0): The rookie and player of the year is awarded to the same person if the voting or scoring results in that situation.

NCAA initiative grants

Motion (Operations 6-0): Approve the NCAA initiative grants budget with these features:

MASCAC banners

MASCAC web site

Stat Crew – soccer/field hockey upgrades

Campus programs

Funding for searches

NCAA rules seminar for schools that have not attended last two years

MASCAC SAAC

Ken Andrews indicated that the fall meeting will have a speaker who discusses depression. DeSales will have professional staff available to help with any possible negative reactions.

Food drive and cancer results to Ken Andrews for conference release on service activities.

Strategic planning

The group agreed to have round table discussions at Ocean City that focus of the four main topics that President Phipps highlighted:

Governance

Diversity and gender equity

Conference role in Division III and NCAA

Membership

Ken Andrews will include a rough outline of possible talking points in the Ocean City agenda.

The meeting **adjourned** at 2:30 PM