



MIDDLE ATLANTIC CONFERENCE

OPERATIONS COMMITTEE MEETING MINUTES

November 25, 2014

DeSales University | Center Valley, Pa.

PARTICIPANTS:

Ken Andrews (MAC), Stacey Hollinger (Lebanon Valley), Jonathan Hower (MAC), Cheryl Ish (King's), Keith Levinthal (Manhattanville), Jack Shafer (Widener), Marie Stroman (MAC)

Mike Clark (Lycoming) was unable to attend the meeting.

Ken Andrews called the meeting to order at 10:02 a.m.

OLD BUSINESS:

1. The May 13, 2014 meeting minutes were **accepted (5-0)**.
2. Championships.
 - a. 2014 Fall Championships Accounting. The committee reviewed accounting from the 2014 fall championships, although not all gate receipts had been collected. The increase in tennis championships was due to the usage of an indoor facility during inclement weather. Additional expenses were covered in the cross country championship. T-shirt sales have continued to produce revenue.
 - b. ECAC Tennis. The ECAC will sponsor a spring tennis championship. The organization is seeking feedback from members for recommended formats for the championship. In addition, the ECAC hosted a fall golf championship, which featured several MAC teams.
 - c. Championship Participant Evaluation. The MAC office has begun soliciting feedback from participants of conference individual championships. A report of their responses will be made available.
3. Strategic Plan.
 - a. Strategic Planning Consultation Report. The review team of Brad Bankston (Old Dominion Athletic Conference), Terry Small (New Jersey Athletic Conference),

and Steve Ulrich (Centennial Conference) constructed a report based off of their review of the conference after meeting with several constituent groups on October 14, 2014. The report will be made available to presidents and directors of athletics (including the Strategic Planning Committee) for further discussion.

- b. Sport Sponsorship Survey. The conference office is constructing a sport sponsorship survey to gauge interest in new sports. Questions detail the current level of sponsorship (i.e., NCAA, club, intramural, or none), intended levels of sponsorship, timeline of intended level of sponsorship, and recommendations for the conference. The survey will be distributed electronically.
 - c. Accountability. The committee discussed the accountability of conference members to report and communicate effectively with the conference office and each other. It was discussed that accountability of individuals on campus should be dealt with at the institutional level and/or the chair of the appropriate conference committee.
 - d. Branding. In coordination with the construction of a new strategic plan, a branding opportunity exists to effectively market the conference. The sports information directors are positioned to begin an internal branding effort in the spring. The committee recommended that involvement of MAC SAAC would benefit this effort, as they are the target constituent group of any branding.
 - e. Sponsorships. Sponsorships through championship program advertisements and other means could provide new revenue sources. The committee encouraged exploration into conference sponsorships to alleviate overall operational costs.
4. Governance.
- a. Faculty Athletics Representatives. FAR's will conduct their annual meeting on January 6, 2015 at DeSales University.
 - b. Voting Delegates. Voting delegates will meet with Presidents Brosnan (Delaware Valley) and Harris (Widener) on December 2, 2014 at Delaware Valley. The meeting will feature discussion with the two presidents, lunch, and a presentation from Terry Small on current NCAA topics and proposed legislation.
 - c. Operations Committee Restructure. The committee **supported (5-0)** consideration of restructuring the Operations Committee and its current function in the governance structure. It was recommended that an athletic director serve as chair of each of the 20 sport and support staff committees to increase engagement. It was also recommended that an executive committee comprised of a chair-elect, chair, and past chair rotate every year (three-year total term). This sub-group would communicate more often than the current Operations Committee on current issues, most likely via conference call.

- d. All-America Voting. As a reminder, conference bylaws stipulate that coaches must be a member of their respective coaching association in order to participate in all-America voting.
- e. 2015 NCAA York Regional Rules. The NCAA Regional Rules seminar hosted by MARCA (Mid-Atlantic Regional Commissioners Association) will be held at York College on June 18, 2015.
- f. Location of Spring Voting Delegates Meeting. The committee **supported (5-0)** conducting the spring voting delegates meeting at Spooky Nook Sports complex to explore possible partnerships for future conference events and functions.

NEW BUSINESS:

5. NCAA Business.
 - a. 2015 NCAA Proposed Legislation. As a member of the Division III Management Council, Terry Small will present the 2015 NCAA proposed legislation at the upcoming voting delegates meeting.
 - b. Violations Oversight. Institutions should continue to copy the conference commissioner, Ken Andrews, on all NCAA violations reported through RSRO (Requests/Self-Reports Online).
 - c. Women's Golf Waiver. The waiver to allow only four women's golfers to compete in at least six contests will expire at the conclusion of the 2014-15 year. In the 2015-16 season, each women's golf team will need to have at least five individuals compete in six contests to meet NCAA sports sponsorship minimum requirements.
6. Other.
 - a. START. Despite a lack of strong participation at Albright in the past, a request for a girl's lacrosse course was requested and sponsored this fall. Classes for other sports included baseball and softball. The spring START program will be held in the Wilkes-Barre area.
 - b. Dispute Protocols. The committee reviewed protocol for disputes between coaches and/or staff members from two institutions as it related to a particular incident this fall. Communication should be made between athletic directors of the involved institutions; the conference commissioner should be involved when a situation cannot be handled at the institutional level.

- c. Preseason Calls. In order to inform coaching groups of important dates and any rule changes a preseason call will be instituted for each coaching group to connect with conference staff and the sport's coordinator of officials. Each call is expected to last 15-20 minutes.
- d. Film Exchange. Recently some programs experienced a lack of film availability for a conference opponent whose first home contest occurred when playing their first conference contest. While there may be inequities in the amount of film available from each team the committee recommended no change to the current film exchange practices.
- e. Women's Lacrosse Officials. The Division III commissioners continue to encourage coaches to oppose any officiating proposals stemming from officiating groups.
- f. Senior All-Star Basketball Games Location. In order to accommodate practice space for each team and a Special Olympics clinic the Senior All-Star Basketball games will be moved from Alvernia to Albright on Sunday, March 15, 2015.

7. Committee Reports.

- a. Cross Country. Hood and Stevenson were added to the rotation of cross country championship hosts. A total of seven schools are included in the current rotation. The committee discussed the possibility of cross country programs competing in MAC track & field championships. As long as the teams are meeting the identified NCAA minimum requirements for a track & field program (10 participants competing in at least five contests indoors; 12 participants competing in at least six contests outdoors) those teams would be welcome to compete. This could potentially bolster the cross country programs that would like to expand to include track & field in future years.
- b. Field Hockey.
 - i. Trained Ball Runners (Four). The committee **supported (5-0)** adding language will be added to the *Fact Book* to indicate that at least four trained ball runners should be on staff for field hockey contests in order to maintain the pace of the game.
 - ii. Retain Lois Pinto as Coordinator of Officials. The committee **supported (5-0)** retaining Lois Pinto as the coordinator of officials for field hockey from a recommendation of the field hockey coaches.
 - ii. Date of Final Conference Match. Currently the final conference match is scheduled to occur on a Tuesday. Coaches have found it difficult to schedule a match with non-conference opponents in this week because

other conferences are finishing their own conference schedule. A recommendation was made to shift the final conference match to Thursday to reduce the time between the final conference game and the first game of the conference championship.

- c. Football.
 - i. Coordinator of Officials. The football coaches would like to explore officiating options. They will review options at their spring meeting.
 - ii. Start of Conference Games/Timing of Bye Week. The committee **supported (4-1)** starting the conference matchups in week two. This change would also effectively align the bye weeks for each school between weeks four and six. The school impacted the most by this is Fairleigh Dickinson, who currently utilizes a bye in week one. Scheduling of MAC contests should align the bye week with each school's fall break dates.
- d. Men's Soccer.
 - i. Retain Mark Garcia as Coordinator of Officials. The committee **supported (5-0)** retaining Mark Garcia as the coordinator of officials for men's and women's soccer from a recommendation of the soccer coaches.
 - ii. Officials Use of Headsets. The coaches supported (9-6-1) gauging an interest in the use of headsets by officials. The committee recommended that officials provide their own headset devices if they felt they were an effective tool in officiating.
 - iii. All-Conference Release Date. The committee **opposed (0-5)** changing the release date of all-conference teams to the Tuesday following the conference championships. Currently, nominations occur in the final week of conference competition and voting after the final conference contest. Teams are released during the week of the conference championships.
 - iii. Game Start Time. The committee **opposed (0-5)** a motion to have no conference games start before Noon. Each school must balance their own schedules based on the needs of their facilities.
- e. Women's Soccer. The committee **supported (5-0)** implementing a film exchange policy for women's soccer conference-only games in order to provide an educational tool already provided to their male counterparts (men's soccer film exchange).
- f. Sports Information.

- i. JV Schedules. Sports information staffs were encouraged to make JV schedules readily available to assist in tracking of participation for medical hardship waivers.
 - ii. Press Box/Row Behavior. With increased coverage in streaming contests, participants, coaches, and fans are reminded to display appropriate behavior in press box and press row areas.
 - iii. All-Sports Award. Sports information staffs are in support of a conference all-sports award.
- g. Volleyball.
- i. Film Exchange. The committee **supported (5-0)** film exchange among conference teams through Hudl.
 - ii. Crossover Tournament Support. Although sports information staff have indicated difficulty in hosting the annual crossover tournament the committee felt no need to change the current structure of the crossover tournament.
 - iii. Retain Larry Fetterhoff as Coordinator of Officials. The committee **supported (5-0)** retaining Larry Fetterhoff as the coordinator of officials for volleyball from a recommendation of the volleyball coaches.
- h. MAC SAAC. Dr. Nancy Kaplan of the National Consortium for Academics and Sport (NCAS) and Associate Vice President at St. John's University gave a presentation about personal branding at the fall meeting. The group discussed proposed legislation on their fall conference call. They also reviewed strategic planning topics such as: crossover contests, championship access, pre-determined championship sites, and an honors event. Seventeen individuals will be attending the 2015 NCAA Convention and participate in conference meetings. Rob Wingert (Stevenson, Men's Volleyball) was selected by the NCAA to represent the conference and the ODAC on the Division III SAAC.
8. Adjournment. The committee adjourned at approximately 12:11 p.m.

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