



**REPORT OF THE
NCAA DIVISION II MEMBERSHIP COMMITTEE
APRIL 13, 2023, VIDEOCONFERENCE**

ACTION ITEMS.

1. Legislative Items.

a. Noncontroversial Legislation – NCAA Division II Bylaw 7.3.1.7.1.3 – Active Membership – Institutions – Sports Sponsorship – Minimum Contests and Participants Requirements for Sports Sponsorship.

- (1) Recommendation. Adopt noncontroversial legislation to amend the minimum contest/participant requirements for sports sponsorship as indicated in the table below.

Sport	Current Minimum Contests/Participants for Sports Sponsorship	Recommended Minimum Contests/Participants for Sports Sponsorship
Football	8 contests	9 contests
Men's Golf	6 contests with 5 participants	7 contests with 5 participants
Women's Golf	6 contests with 5 participants	7 contests with 5 participants
Men's Lacrosse	8 contests	10 Contests

- (2) Effective date. August 1, 2023.

- (3) Rationale. Among the referrals from the NCAA Division II Implementation Committee to the Membership Committee was to collaborate with the Division II Championships Committee to consider aligning minimum contest requirements for sports sponsorship and championships selection purposes. The referral occurred after the Implementation Committee's championships and membership subcommittees each noted the differences in select sports in these two categories and thought it would be best to conduct a more collaborative review to arrive at numbers that provide a more simple, consistent and equitable process among sports.

The review included feedback from sport committees that currently have different standards (football, men's and women's golf, men's lacrosse and men's soccer), which provided their input first to the Division II Membership Committee that met two weeks prior to the Championships Committee February 2023 in-person meeting. In reviewing this matter, the Championships Committee agreed with the Membership Committee's responses to the sport committee proposals. The only sport for which the final recommendation differed significantly from the sport committee

proposal was men's soccer, which had proposed retaining the 15-contest requirement for championship selection purposes. However, both the Membership Committee and the Championships Committee believed that doing so would not align the numbers for sports sponsorship and championship selection, and that mirroring the sports sponsorship requirement of 10 contests is a more flexible option for institutions (and at least retaining the in-region contest requirement for championships selection mirrors the current sports sponsorship minimums) and aligns with the requirements in women's soccer in the number of contests. The Membership Committee agreed with the Championships Committee's recommendation to arrive at the recommended numbers for sports sponsorship in the chart above.

[Note: The Championships Committee is making a similar recommendation for the applicable championship selection requirements.]

- (4) Estimated budget impact. None.
- (5) Estimated student-athlete impact. None.

b. Noncontroversial Legislation – NCAA Division II Bylaw 7.4.1.5.3.1–(a)-(2) – Provisional Membership – Provisional Period – Assessment Program – Removal of Institutional Self-Study Guide.

- (1) Recommendation. Adopt noncontroversial legislation to eliminate the requirement that institutions in year one of the provisional period must complete a comprehensive self-study and evaluation of its intercollegiate athletics program using the Institutional Self-Study Guide (ISSG) as part of the membership process.
- (2) Effective date. August 1, 2023.
- (3) Rationale. With the adoption of NCAA Proposal No. 2023-2 (NCAA Division II membership and institutional control -- active membership -- institutions -- conditions and obligations of active membership -- elimination of self-study and evaluation) at the 2023 NCAA Convention, active Division II member institutions are no longer required to complete the ISSG. While understanding that the provisional membership process may include standards not required for active membership, the NCAA Division II Membership Committee noted that the institution's work with the NCAA vendor throughout the provisional membership process covers most topics included in the ISSG, resulting in duplicative work. Further, provisional member institutions are required to submit an annual report each year of the provisional membership process, which can be used to include topics in the ISSG that are not addressed by the vendor.

(4) Estimated budget impact. None.

(5) Estimated student-athlete impact. None.

c. Noncontroversial Legislation – Division II Bylaw 7.4.1.5.3.1-(d)-(1) – Provisional Membership – Provisional Period – Assessment Program – Director of Athletics Attendance at the NCAA Inclusion Forum.

(1) Recommendation. Adopt noncontroversial legislation to amend Bylaw 7.4.1.5.3.1-(d)(1) to add the director of athletics as a required institutional representative at the NCAA Inclusion Forum once during the three-year provisional membership period.

(2) Effective date. Immediate.

(3) Rationale. Currently, provisional member institutions are required to have their senior woman administrator and a senior-level administrator outside of athletics attend the Inclusion Forum one time during the three-year provisional membership period. During its review of the provisional membership process, the Membership Committee noted that including the director of athletics as a required staff member to attend the Inclusion Forum once during the three-year provisional membership period would provide that individual with invaluable education and resources to enhance efforts on diversity, equity, inclusion and belonging initiatives.

(4) Estimated budget impact. Minimal.

(5) Estimated student-athlete impact. None.

2. Nonlegislative Item.

• Division II Membership Committee – NCAA Division II Membership Guiding Principles.

(1) Recommendation. That the NCAA Division II Management Council approve the NCAA Division II Membership Guiding Principles, as specified. [Attachment A]

(2) Effective date. Immediate.

(3) Rationale. During its February 2023 meeting, the Membership Committee engaged in an in-depth review and discussion of the guiding principles contained in the white paper regarding strategic growth of NCAA Division II membership. The discussion included a review on strategic

membership growth, the role of the Membership Committee and the purpose of the membership process. Based on the review and a strategic assessment of the changing landscape of intercollegiate athletics membership, the Membership Committee updated its guiding principles. As the membership landscape continues to evolve, the guiding principles will be reviewed every 18 months to determine whether any changes are necessary.

(4) Estimated budget impact. None.

(5) Estimated student-athlete impact. None.

INFORMATIONAL ITEMS.

1. **Discussion regarding referrals from the NCAA Division II Implementation Committee.** The Membership Committee continued its discussion regarding the referrals from the Implementation Committee. Specifically, the committee continued its discussion regarding the consideration of a new institutional engagement program/tool to replace the ISSG. The committee reviewed the data from the Division II membership survey regarding the potential development of a new institutional engagement program and agreed to continue its discussion at its July 2023 in-person meeting. [Attachment B]

In addition, the committee continued its review of the provisional membership process. As such, the committee recommended: (1) The removal of the ISSG from the provisional membership process; and (2) That the director of athletics be required to attend the Inclusion Forum once during the three-year provisional membership period, in addition to the other institutional representatives currently required to attend. [See Action Item Nos. 1b and 1c]

2. **Discussion regarding minimum contests requirements for sports sponsorship and championship selection.** The committee discussed a referral from the Implementation Committee to the Membership Committee to collaborate with the Championships Committee to consider aligning minimum contests requirements for sports sponsorship and championships selection purposes in those sports in which the numbers do not align. As a result, the committee reviewed and recommended changes to the minimum contest requirements for sports sponsorship in football, men's and women's golf and men's lacrosse. [See Action Item No. 1a]
3. **Discussion regarding guiding principles for NCAA Division II membership.** The committee reviewed and recommended the approval of the NCAA Division II membership guiding principles to be used as a guide when making decisions related to membership. [See Action Item No. 2]
4. **Discussion regarding potential merger between Bloomfield College and Montclair State University.** The committee reviewed and discussed information regarding the

potential merger between Bloomfield College and Montclair State University. The committee agreed to take no action until a final decision on the structure of the integration has been issued and accreditation is resolved through the regional accrediting agency.

[NOTE: Jennifer Virgil, senior woman administrator, Bloomfield College, recused themselves from the discussion.]

5. **Presentation from vendor regarding the progress of institutions in the provisional membership process.** The committee received a vendor presentation regarding the on-campus visits conducted in spring 2023 to the institutions in the membership process. The following institutions were discussed:

- a. Allen University;
- b. D'Youville University;
- c. Edward Waters University;
- d. Emory & Henry College;
- e. Thomas More University;
- f. University of South Carolina Beaufort; and
- g. Westmont College.

[NOTE: Curtis Campbell, director of athletics, Morehouse College, recused themselves from the discussions regarding Allen University and Edward Waters University; Christina Whetsel, senior woman administrator, Augusta University, recused themselves from the discussions regarding Allen University and University of South Carolina Beaufort; and Debbie Snell, director of athletics, Hawaii Pacific University, recused themselves from the discussion regarding Westmont College.]

6. **Update from the NCAA Board of Governors Subcommittee on Congressional Engagement and Action.** The committee was provided an update from the NCAA Board of Governors Subcommittee on Congressional Engagement and Action. Specifically, the committee received an update on talking points from the subcommittee. The committee will continue to receive updates during future meetings.
7. **Review of the 2026-32 NCAA Division II Strategic Plan timeline.** The committee reviewed the 2026-32 Division II Strategic Plan timeline and discussed the 2021 Division II SWOT analysis, identifying new topics for consideration in developing the future strategic plan.
8. **Approval of the February 7, 2023, in-person meeting report.** The committee reviewed and approved its February 7, 2023, in-person meeting report.

9. Future meeting dates.

- a. July 11-12, 2023, in-person meeting; Indianapolis.
- b. September 2023, videoconference; timing to be determined.
- c. November 8, 2023, in-person meeting or videoconference; timing to be determined.
- d. February 6, 2024, in-person meeting or videoconference; timing to be determined.

Committee Chair: Kirby Garry, California State University, Monterey Bay

Staff Liaisons: Jeremy Christoffels, Academic and Membership Affairs

Jordan Lysiak, Academic and Membership Affairs

NCAA Division II Membership Committee April 13, 2023, Videoconference	
Attendees:	
Keri Becker, Grand Valley State University.	
Melanie Brunson, Winona State University.	
Curtis Campbell, Morehouse College.	
Andrew Carter, Missouri Western State University.	
Kirby Garry, California State University, Monterey Bay.	
Bashar Hanna, Bloomsburg University of Pennsylvania.	
Curtis Janz, University of Arkansas, Fort Smith.	
Jessica McIntyre, Lee University.	
Will Prewitt, Great American Conference.	
Debbie Snell, Hawaii Pacific University.	
Jennifer Virgil, Bloomfield College.	
Christina Whetsel, Augusta University.	
Absentees:	
None.	
Guests in Attendance:	
Jill Willson, Double L Consulting.	
NCAA Liaisons in Attendance:	
Jeremy Christoffels and Jordan Lysiak.	
Other NCAA Staff Members in Attendance:	
Gary Brown, Dana Conner, Terri Steeb Gronau, Maritza Jones, Angela Red, Jared Tidemann, and Robert Turick.	

NCAA Division II Membership Guiding Principles

Below is a list of guiding principles as it relates to strategic membership growth, the role of the NCAA Division II Membership Committee and the purpose of the membership process:

1. Division II is committed to strategic manageable growth.
2. The division will continue to be selective in its decisions related to membership.
3. Division II should aim to be seen as a destination division.
4. The membership process will account for membership growth (both new institutions and new conferences), while also aiming to maintain active member benefits, including: the NCAA Division II revenue distribution (formerly known as the NCAA Division II enhancement fund); the NCAA Division II conference strategic priorities fund (formerly known as the conference grant program); and championships access ratios.
5. The Membership Committee is the gatekeeper for the division as it relates to membership and strategic growth.
6. The requirements associated with the membership process and the expectations of institutions applying for membership will support the philosophy of the division.
7. The Membership Committee will only accept institutions and conferences into the membership process that are ready to begin the process and use the process to guide them to be ready for active Division II membership.
8. To ensure success as an active Division II member, institutions in the membership process will have requirements that may not be an active member requirement to ensure that the quality of the division is maintained and to encourage institutions going through the membership process to raise the level in the division.
9. The conference offices shall be involved and engaged with institutions that are in the membership process. This involvement should be focused on assisting, mentoring, and educating the institution that the conference is sponsoring.



NCAA Division II Membership Survey

Survey Results – March 2023



Methods

- ▶ Survey designed to provide the Division II Membership Committee with valuable insight to inform discussions on the potential development of a new institutional engagement program.
- ▶ Created by NCAA Research in collaboration with the Division II Membership Committee and NCAA staff liaisons to the committee.
- ▶ Five-minute confidential survey administered online through QuestionPro survey software. Designed to be taken via smartphone, tablet or computer.
- ▶ Survey was sent to all Division II conference commissioners and directors of athletics. The senior compliance administrator, senior woman administrator and faculty athletics representative at each conference/institution were copied on the email.
- ▶ Survey opened March 13, 2023 and closed March 27, 2023.

Response Rates

- ▶ 225 Division II conference commissioners and directors of athletics took the survey, representing over two-thirds of the division.
- ▶ 18 conference-level responses
- ▶ 207 institution-level responses

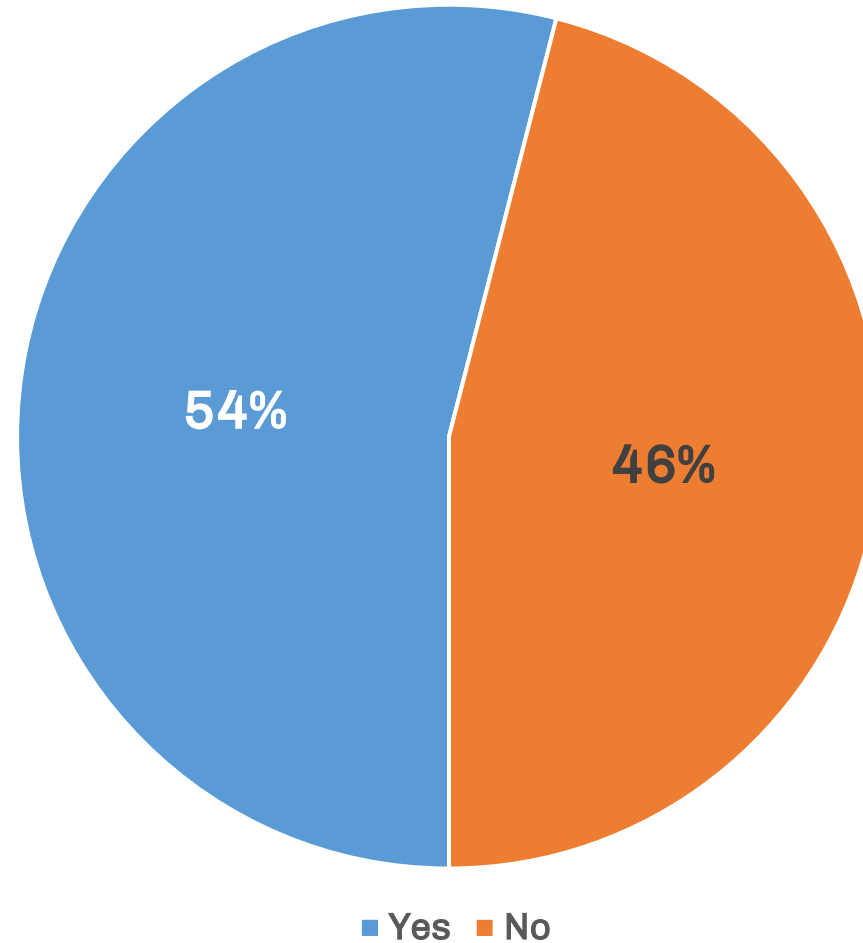
Survey Response Rates

	Participated	Expected	Response Rate
Conferences	18	23	78%
Athletic Departments	207	296	70%
TOTALS	225	319	71%

Note: Only the directors of athletics at active member institutions were contacted. Each conference and institution were asked to provide one response per conference/institution. In the event multiple responses were submitted, the highest-ranking member of the athletics department's/conference office's response was used.

Survey Results

Is there a need for a national standard that establishes a self-assessment requirement for each active Division II institution in the membership?



Sources: NCAA Division II Membership Survey (March 2023).

What are some options to consider for self-assessment?

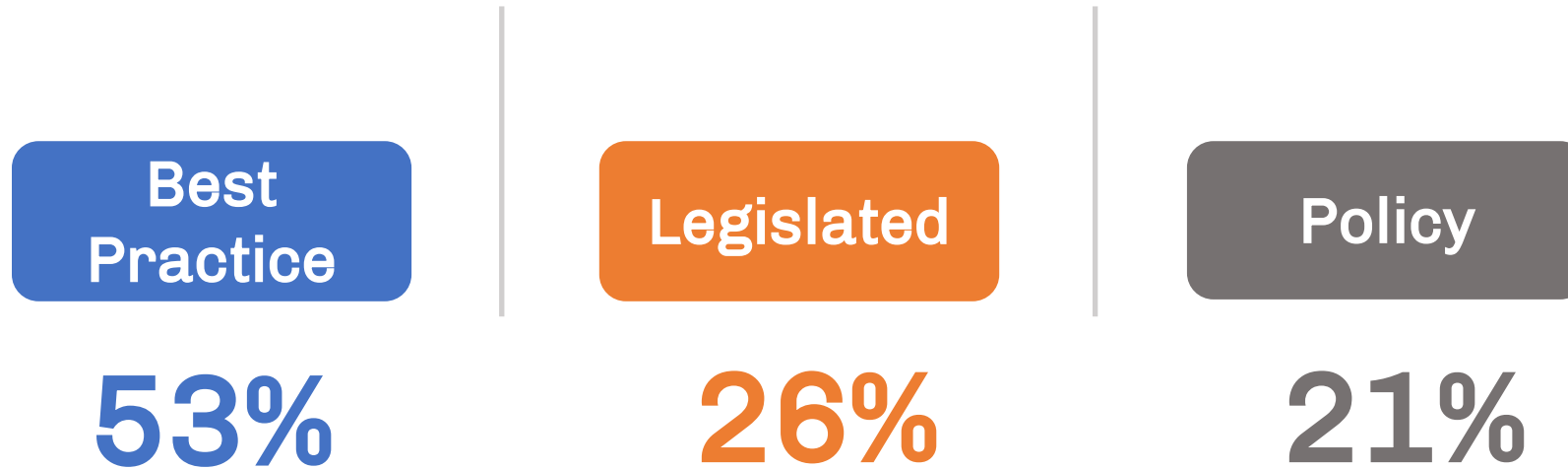
- ▶ Respondents could select, “Best practice document”, “DII University module” or “Other”
 - ▶ Respondents slightly favored “Best practice document” over “DII University module”
 - ▶ 176 total selections were made

Self-Assessment Sections

	Overall	Conference	Institutional	%
Best Practices Document	98	9	89	74%
DII University module	83	7	76	63%
Other	15	4	11	9%

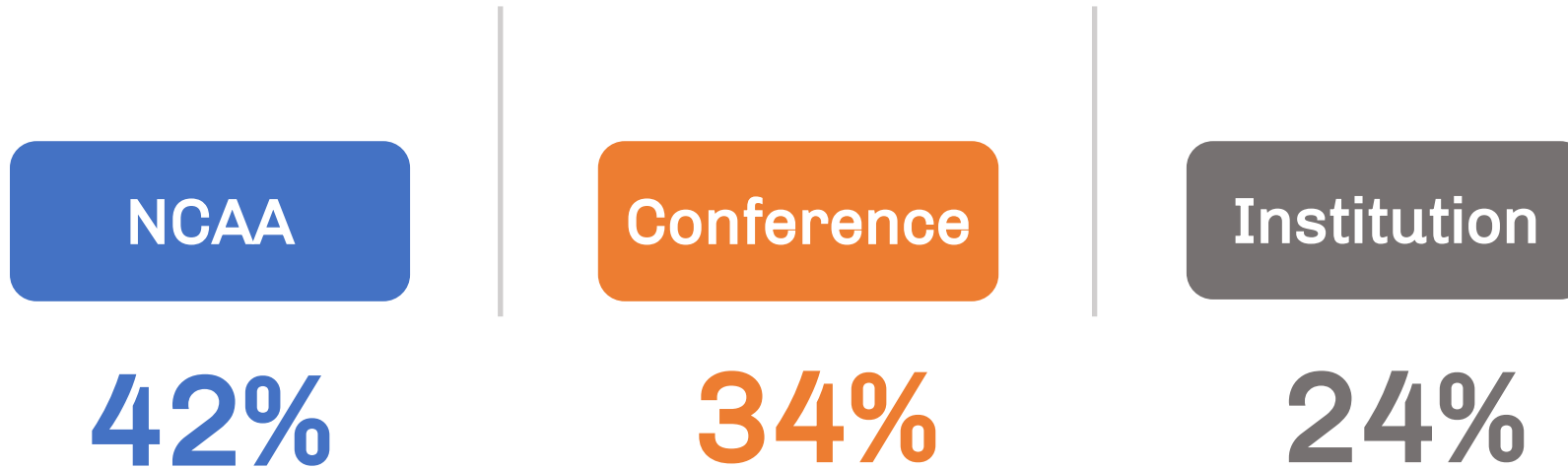
Note: Responses are only from the 121 that answered, ‘Yes’ to “*Is there is a need for a national standard that establishes a self-assessment requirement for each active Division II institution in the membership?*” Sources: NCAA Division II Membership Survey (March 2023).

Should this national standard be best practice, legislated or policy?



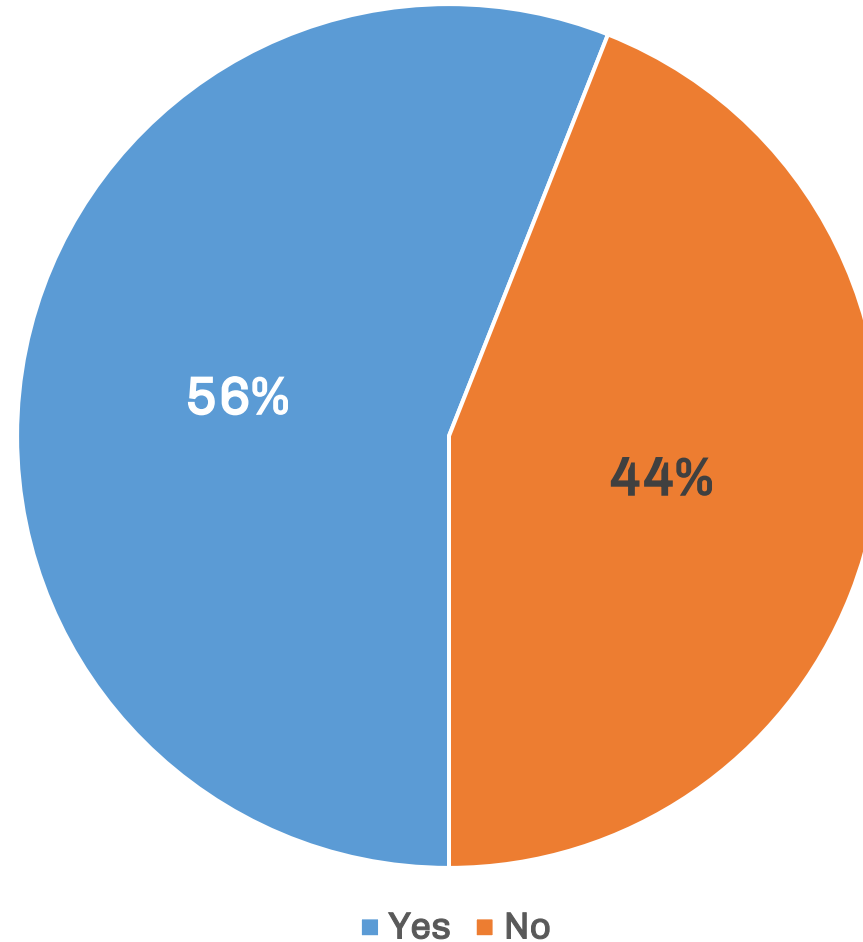
Note: Responses are only from the 121 that answered, 'Yes' to "Is there is a need for a national standard that establishes a self-assessment requirement for each active Division II institution in the membership?" Sources: NCAA Division II Membership Survey (March 2023).

What entity should be responsible for managing a standardized Division II institutional self-assessment?



Note: Responses are only from the 121 that answered, 'Yes' to "Is there is a need for a national standard that establishes a self-assessment requirement for each active Division II institution in the membership?" Sources: NCAA Division II Membership Survey (March 2023).

Should there be other tools developed for institutions that choose to engage in self-assessment?



Note: Responses are only from the 104 that answered, 'No' to "Is there is a need for a national standard that establishes a self-assessment requirement for each active Division II institution in the membership?" Sources: NCAA Division II Membership Survey (March 2023).



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