

MINUTES OF THE  
NATIONAL COLLEGIATE ATHLETIC ASSOCIATION  
DIVISION III STUDENT-ATHLETE ADVISORY COMMITTEE (SAAC)

The Hyatt Riverwalk  
San Antonio, Texas

November 15-17, 2002

Participants:

Amy Ashbrock, Wilmington College  
Andrew Baldwin, Nazareth College  
Dwayne Barnes, Whittier College  
Julia Brown, Rosemont College  
Kary Couchman, Albion College  
Jaime Fluker, Carthage College  
Sarah Forbus, Denison University  
John Galgano, Manhattanville College  
Jami Goldman, California State University, Hayward  
Julie Katz, Vassar College  
Melissa Kelly, Hood College  
Sarah Labowitz, Grinnell College  
Angela Lattanzio, Washington & Jefferson College  
Tim Maddox, Cabrini College  
Luis Munoz, City College of New York  
Erika Proko, Washington & Lee University  
Tim Rausch, DePauw University  
Michael Raymond, Western New England College  
Meg Stevens, State University of New York at Cortland  
John Harper, Bridgewater State College (Management Council)  
Joyce Wong, Eastern Connecticut State University (Management Council)  
Mark Bedics, NCAA  
Bridget Belgiovine, NCAA  
Tim Clark, NCAA  
Susan Peal, NCAA

Joshua Espinosa, Buena Vista University; Natalie Lyons, Bridgewater State College and Martin Quinn, Colorado College, were not able to attend the meeting. Ms. Belgiovine was in attendance for portions of the meeting.

[Note: These minutes contain only actions taken (format 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 meeting was called to order at 6 p.m., Friday, November 15, by the chair, Ms. Stevens. All members were present as noted above.

1. New Member Orientation. The committee welcomed three new members: Andrew Baldwin, Nazareth College; Angela Lattanzio, Washington & Jefferson College and Tim Maddox, Cabrini College. New members participated in an orientation session with the executive subcommittee and NCAA staff.
2. Committee Roster. The committee reviewed the committee roster and updated contact information.
3. NCAA Staff Responsibilities. The staff liaisons provided reports to the committee relating to their specific committee responsibilities and their primary duties at the national office.
4. Previous Minutes. The committee approved the minutes from the July 19-21, 2002, meeting.
5. July Management Council Report. The committee reviewed the committee action items from the July 2002 Management Council report.
6. October Management Council Meeting. Ms. Ashbrock and Mr. Barnes provided a report on the October management council meeting as it relates to the committee.

7. Project Team Reports. The committee received oral reports from project team representatives. The committee recommended that the strategic plan project team include the *Future of Division III* under the communication goal in the 2002-04 strategic plan.

8. Conference partnership.

- a. New Conference. As of September 1, 2002, the Allegheny Mountain Collegiate Conference became an active conference member. The conference has been added to the SAAC conference partnership program and has appointed a student-athlete to serve on the committee.
- b. Conference Partnership Program and Nomination Process. The committee reviewed a draft memorandum that explains the conference partnership and the nomination process to be sent to conference commissioners. The development of this memorandum was a recommendation from the Division III nominating committee in order to bring clarity to the partnership program. The committee approved the memorandum with modifications.
- c. SAAC Contact Information Memorandum. The committee reviewed a memorandum sent to conference commissioners to introduce their conference or partner conference SAAC representative including the committee member's bio and contact information.
- d. Travel Policy to Attend Partner Conference Meetings. At its July meeting, the committee recommended to reallocate \$6,000 from the Division III Initiatives Task Force budget to the conference SAAC grant to support the attendance of national SAAC members at partner conference SAAC meetings. The \$6,000 was approved for travel as part of the Division III SAAC operating budget. The committee approved the partner conference travel policy and attendance request form to be submitted to the staff liaisons for travel expense approval.
- e. Conference and Partner Conference Reports. The committee received oral reports regarding communication with their respective conference and partner conference. The committee noted the following tips on establishing good relationships with conferences:
  - Encourage the use of list serves for SAAC;
  - Assist in setting-up conference calls;
  - Find an administrator (e.g., faculty athletics representative, commissioner) that is receptive to open lines of communication to assist the conference SAAC; and

- Be persistent in efforts to communicate with conference administrators.
- f. Conference Meeting Attendance. In an effort to facilitate information at the conference meetings in conjunction with the convention, the committee directed the staff to develop an agenda to assist committee members.
9. Committee Reports.
- a. Division III Financial Aid and Awards Committee. The committee received an oral report from Julia Brown.
  - b. Division III Interpretations and Legislation Committee. The committee received an oral report from Julie Katz
  - c. Division III Championships Committee. The committee received an oral report from Jaime Fluker.
  - d. Division III Student-Athlete Reinstatement Committee. The committee received an oral report from Melissa Kelly.
  - e. Olympic Sports Liaison Committee. The committee received an oral report from Amy Ashbrock.
  - f. Minority Opportunities and Interests Committee. The committee received an oral report from Kary Couchman.
  - g. Committee on Women's Athletics. The committee received an oral report from Meg Stevens.
  - h. Committee on Competitive Safeguards and Medical Aspects of Sport. The committee received an oral report from Erika Proko.
  - i. Research Committee. The committee received an oral report from Sarah Forbus.

10. Committee Appointments. The committee appointed the following members to serve on association-wide and Division III committees:
  - Tim Maddox - Sportsmanship and Ethical Conduct Committee;
  - Andrew Baldwin - Committee on Women's Athletics Committee; and
  - Julia Brown – Division III Student-Athlete Reinstatement Committee.
  
11. Community Service Policy. The committee discussed community service scheduling options and the committee's responsibilities at community service projects. It was noted that community service is an objective in the committee's strategic plan. The committee agreed that community service should be part of the committee meeting with mandatory attendance. The committee also agreed that community service should occur at the beginning of the meeting schedule to better facilitate meeting time and community service project opportunities. The committee approved the addition of community service to the SAAC policies and procedures.
  
12. 2003 Convention Proposals. The committee discussed the 2003 convention proposals and prepared the committee's position papers.
  
13. Playing and Practice Seasons Model. Ms. Ashbrock provided a report to the committee regarding the playing and practice seasons model. The committee received oral reports from each committee member's respective conference and partner conference. The committee will continue to gain more feedback to report at its January meeting.
  
14. 2003 NCAA Convention. The committee reviewed the convention schedule and logistics related to the committee's January 9-13 meeting.
  
15. Division III Student-Athlete Regional Leadership Conference. The committee discussed the Division III Student-Athlete Regional Leadership Conference held in Boston, Massachusetts, November 8-10, 2002. The committee provided feedback for improvement at the next conference in Minneapolis on January 31 – February 2, 2003.

16. Division III SAAC Chronology of Work Completed. Ms. Stevens provided a report on the status of the project to compile a Division III SAAC chronology. The chronology will contain a complete history of the committee's achievements and initiatives. Committee members volunteered to assist in the completion of the project.
  
17. Division III Issues.
  - a. Athletically Related Activity - Time Limitation. The committee noted that the management council accepted the information that the playing and practice seasons subcommittee will continue to review athletically related activity time limitations within the context of its discussions related to the *Future of Division III*. The committee agreed to solicit feedback from other student-athletes regarding the issue and consider a specific weekly time limitation that would be appropriate.
  
  - b. Automatic Qualification (AQ) Process for Individual/Team Sports. The committee discussed the AQ survey that was recently distributed to Division III tennis coaches. The committee agreed that it is committed to the automatic qualification principles for team access, recognizing individual access is also important. The committee recommended that the championships committee explore the automatic qualification process without eliminating individual access.
  
  - c. Other issues. The following issues were suggested to be discussed in future meetings:
    - Facilitate better communication and involvement by independent schools in the governance structure; and
  
    - The future of Division III.
  
18. Association-wide issues.
  - a. MOIC Report on the use of American Indian Mascots in Intercollegiate Athletics. The committee discussed the MOIC report and recommendations on the use of American Indian mascots. The committee referred the MOIC recommendations as an agenda item at the January 10, 2003, joint SAAC meeting.

- b. Risk Management and Insurance Task Force Report. The committee discussed the task force report. The committee referred discussions regarding the report as an agenda item at the January 10, 2003, joint SAAC meeting.
  
19. NCAA President-Elect. Ms. Belgiovine reported to the committee about the selection process used in the presidential search.
  
20. Meeting Travel Procedures. The staff reviewed the committee travel policy and procedures.
  
21. Future meetings.
  - a. January 9-14, 2003 – Anaheim, California.
  - b. July 18-20, 2003 – Huntington Beach, California.
  - c. November 14-16, 2003 – Indianapolis, Indiana.
  
22. Other.
  - a. The committee discussed the appointment of a committee member to the Division III Nominating Committee. The committee agreed there is no need to have a SAAC representative on the nominating committee.
  - b. The committee discussed gifts presented to committee members at the end of their term of service. The committee recommended replacing the current NCAA coasters with desk clocks.
  - c. Ms. Ashbrock reported to the committee regarding her trip to Cape Town, South Africa representing NCAA student-athletes at the International University Sport Federation (FISU). A report will also be provided at the January 10, 2003, joint SAAC meeting.

23. Adjournment. The meeting was adjourned at 11:10 a.m., Sunday, November 17, 2002.