OFFICIAL NOTICE

2018
DIVISION III
OFFICIAL
NOTICE

112th Annual
Convention January
17-20, 2018
Indianapolis, Indiana
On behalf of the NCAA Board of Governors, the Division I Board of Directors, the Divisions II and III Presidents Councils, the Division I Council and the Divisions II and III Management Councils, we extend a cordial invitation to each NCAA member to be represented at the Association’s 112th Annual Convention scheduled January 17 through 20, 2018, in Indianapolis, Indiana.

It is our pleasure to issue this Official Notice of the 2018 NCAA Convention. This publication is sent to the chancellor or president, director of athletics, faculty athletics representative and senior woman administrator at each active NCAA Division III member institution, as well as to the officers of member conferences and provisional member institutions.

This Official Notice contains legislation for consideration at the Division III business session of the Convention, including amendments-to-amendments. It also contains the necessary information concerning the accreditation of delegates, voting procedures and other Convention policies. We encourage each member to review the information related to the activities in which you will be involved before attending the Convention. **It is particularly important that each Division III delegate bring a copy of the Official Notice to the Convention. The Official Notice will be the only publication containing all Division III Convention legislation.**

In addition to the consideration of legislation, Division III delegates also may participate in educational and discussion sessions about topics of concern within the division.

We hope you will arrive in time to join delegates from all divisions at the opening business session Thursday afternoon. The NCAA delegates reception will be held Thursday evening immediately after the opening business session.

We hope that each member of the Association will be in attendance at the Convention. We look forward to seeing you in Indianapolis, Indiana.

G.P. (Bud) Peterson
President, Georgia Institute of Technology
Chair, NCAA Board of Governors

Eric W. Kaler
President, University of Minnesota, Twin Cities
Chair, Division I Board of Directors

Glen Jones
President, Henderson State University
Chair, Division II Presidents Council

Jeffrey Docking
President, Adrian College
Chair, Division III Presidents Council

November 15, 2017
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Accrediting of Delegates

Association policy provides that the appointment of accredited and visiting delegates is the responsibility of the chancellor or president of each member institution or organization. In November 2017, a link to the appointment of delegate website was emailed to the chancellor or president of all member institutions and organizations. The link was also made available on the NCAA website at www.ncaaconvention.com under the Appointment of Delegate section.

It is important that the voting delegate be properly accredited, and this is to urge appointing officers to submit the required information to the NCAA national office at their earliest convenience.

Please note also that the legislation of each division urges member institutions to include women in their NCAA Convention delegations.

An institution's or organization's chancellor or president shall appoint the voting and alternate delegates by completing the online delegate appointment form. The transfer of voting rights among the delegates is a matter of institutional discretion.

If an institution's or organization's chancellor or president fails to submit the online delegate appointment form, that institution's representatives will be registered as visitors until the chancellor or president certifies in writing the voting and alternate delegates. No other institutional representatives are permitted to complete a delegate appointment form.

Once the online delegate appointment form has been verified by the chancellor or president, no one may be added as a voting or alternate delegate without written instructions from that chancellor or president. Thus, no individual appointed as a visitor may become a voter or alternate without written authorization from the chancellor or president.

Visiting delegates, except in certain situations, do not have speaking privileges at the Convention.

At the Convention, each individual representing a member institution or conference who registers will receive a red Convention badge designating the individual as a delegate, except each chancellor and president will receive a badge with a purple color designation signifying his or her professional title. Speakers and presenters for menu sessions will receive badges with a green color designation. Convention vendors will receive badges with a brown color designation. Media will receive badges with a teal color designation. Individuals attending the Convention as a visitor will receive a badge with a grey color designation. [See Appendix G].

Voting delegates receive red lanyards and alternate delegates receive blue lanyards. Other delegates with speaking rights receive green lanyards. Delegates without speaking rights and other observers receive white lanyards.

The Convention registration fee for NCAA members was $225 for all delegates who registered on or before Wednesday, October 11, and $350 for all delegates who register by Thursday, November 30. Member registration fees on or after December 1 are $500.
The registration fee includes one ticket to the Delegates Reception and Delegates Breakfast. In addition, attendees will have the opportunity to receive one complimentary ticket to the Association Luncheon on a first-come, first-served basis and to purchase one ticket to the Honors Celebration for $20 on a first-come, first-served basis. Available tickets can be reserved during the Convention registration process.

Meetings and Reservations

A listing of Convention meetings of the NCAA and its affiliated organizations was made available to the membership in mid-September. An online registration process was also made available for event registration and hotel reservations. If there is anything further the NCAA can do to facilitate your attendance at the Association’s 2018 Convention, please call upon us.

Please note that the Convention schedule of events is available on the NCAA website (www.ncaa.org/convention). In addition, the Convention program (available through the Convention app and in print in limited quantities) contains the most up-to-date schedule of meetings held in conjunction with the Convention.

The Convention officially begins when the NCAA Plenary Session: State of College Sports (formerly opening business session) convenes at 4:30 p.m. Thursday, January 18. Adjournment of the Convention has been scheduled for Saturday, January 20.

Proposed Amendments

The proposed amendments to be considered at the 112th Annual Convention begin on Page No. 1. All amendments, if adopted, become effective as indicated in each proposal.

It is important that each Division III delegate bring a copy of the Official Notice to the Convention, inasmuch as the Official Notice will be the only publication containing all Convention legislation for the 2018 Convention.

In accordance with the provisions of NCAA Constitution 5.3, an amendment to the Association’s legislation may be proposed by the Division III Presidents Council, the Division III Management Council, 20 active Division III member institutions eligible to vote on the matter or two member conferences. The source is indicated in each proposal. When the Presidents Council or Management Council proposes an amendment originally recommended by a committee, the committee is indicated as well.

Please note that the Presidents Council is authorized to distribute during division or general business sessions information detailing positions on key legislative proposals.

Amendments-to-Amendments

In Division III, all amendments submitted by the membership in accordance with the July 15 deadline were printed in the Initial Publication of Proposed Legislation, which was provided to the membership via the NCAA website August 15. Sponsors of those proposals were permitted to revise them in any manner until September 15. In the interim, the Division III Presidents Council and Management Council had until September 1 to submit its legislative proposals. All properly sponsored proposals were provided to the membership September 23 in the Second Publication of Proposed Legislation.
The Division III Presidents Council and Management Council, any 20 active Division III member institutions eligible to vote on a given issue or two member conferences had until November 1 to submit amendments to the original proposals, provided the amendment to the amendment did not increase the modification proposed by the original amendment. As a result of that deadline, all amendments-to-amendments are included in this Official Notice with the proposals they are intended to amend. Resolutions also were handled in accordance with those same deadlines and are included in this publication. No additional amendments-to-amendments or resolutions are permitted for the 2018 Convention unless they are sponsored by the Presidents or Management Council and distributed before or during the business session.

Withdrawal of Proposal

Sponsors who intend to withdraw a proposal are urged to notify the NCAA academic and membership affairs staff as soon as possible before the business session of the Convention at which the proposal is scheduled to be considered.

Review of Interpretations

The Interpretations and Legislation Committee issues interpretations as to the scope, meaning or effect of the constitution and bylaws applicable to Division III. These rulings are subject to review by the Division III membership upon the request of any member in accordance with Constitution 5.4.1.4. Any Division III member to which an interpretation applies may request a review of the interpretation by making such a request in writing to the academic and membership affairs staff or the Association's Convention office before 1 p.m. on the day preceding the Division III business session of the Convention (Friday, January 19).

Interpretations to be Included in the NCAA Division III Manual

The Interpretations and Legislation Committee is authorized to recommend interpretations to be incorporated in the next printing of the Division III Manual. Such incorporations are approved by the Division III Management Council and are printed in Appendix A in the Official Notice of the Convention.

Noncontroversial Amendments Adopted by the Presidents and Management Councils

The Management Council is authorized to adopt, in the interim between annual Conventions, noncontroversial legislative amendments that are necessary to promote the normal and orderly administration of the Association's legislation, per Constitution 4.8.3-(d) and 5.3.1.1.1. That authorization requires a three-fourths majority vote of the Management Council. The Management Council then submits to the next annual Division III business session the amendments that have been adopted under its authorization. The noncontroversial amendments adopted by the Management Council in 2017 appear in Appendix B. Approval of the Official Convention Notice during the Division III business session constitutes ratification of these amendments.
Modifications of Wording Adopted by the Presidents and Management Councils

The Management Council is authorized to adopt, in the interim between annual Conventions, proposals that are consistent with the intent of the membership in adopting the original legislation when sufficient documentation and testimony exist to establish clearly that the original wording of the legislation was inconsistent with that intent, per Constitution 5.4.1.1.1. That authorization requires a two-thirds majority vote of the Management Council. The Management Council then submits to the next annual Division III business session the amendments that have been adopted under this authorization. The modifications adopted by the Management Council in 2017 appear in Appendix C. Approval of the Official Convention Notice during the Division III business session constitutes ratification of these actions.

Order of Business

The NCAA Plenary Session: State of College Sports (formerly Opening Business Session) of the 112th Annual Convention will begin at 4:30 p.m. Thursday, January 18. The "State of the Association" address by the NCAA president will be presented orally during that general session.

At the Division III business session the various proposals will be taken up in their numerical order, unless that order is changed at the Convention. All proposals are designated for a roll-call vote. The provisions of Constitution 5.1.4.3.3 specify that federated legislation pertaining to a single division or more than a single division of the Association may be acted upon by the appropriate divisions during the separate division business sessions.

Amendments for the annual Convention will be presented as indicated on page xii. For convenience of reference, an index (Appendix D) lists the proposals in the order in which they would appear in the constitution and bylaws in the Division III Manual.

In each grouping of related items (either amendments or amendments-to-amendments), the Association's established procedure will be followed. The membership will consider first the proposal that contemplates the greatest modification of the present circumstance, followed by other proposals in the order of decreasing modification. In some instances, when a proposal in such a grouping is adopted, those that follow in that grouping become moot.

Voting Procedures

Methods of voting shall be in accordance with Constitution 5.1.4.4. Each voting delegate, when registering, receives a "voting paddle" for use in indicating the institution's vote when the chair calls for a "paddle" vote. Voting delegates receive paddles of different colors to indicate their division status. Voting paddles for those with special voting circumstances are marked as set forth in Appendix G.
The Association uses an electronic voting system for roll-call and general votes. Upon registering for the Convention, each voting delegate receives a voting unit identification card that has been coded for that member institution or conference. The voting delegate must show the voting unit identification card contained in the registration envelope to obtain an electronic voting unit during the business session. The delegate will insert the voting unit identification card into the voting unit. The voting unit becomes active when the voting unit identification card is inserted. Voting unit identification cards are specifically coded for each member institution or conference; therefore, it is important to confirm you are using the correct voting unit identification card.

To place a vote, the delegate will press (1) to support, (2) to oppose and (3) to abstain. The number the delegate chooses will appear on the screen of the voting unit until the vote is received by the system. The delegate may change his or her vote prior to the vote closing by pressing a second number. The voting results will be displayed on the screens following each vote.

The voting unit identification card and the voting unit should be left at the delegate’s chair at the conclusion of the business session or promptly returned to the convention registration desk.

Amendments to federated provisions are voted on by divisions, with a majority vote required for approval. In such instances (federated provisions), each division is committed to the result of its counted vote.

Delegates are urged to register and receive their voting materials before the NCAA Plenary Session: State of College Sports (formerly opening business session) begins at 4:30 p.m. Thursday, January 18. In addition, all voting in the division business sessions shall be by show of paddles or by electronic roll-call votes, rather than by voice or hand.

Memorial Resolutions
At the time of the annual Convention, members of the Association honor by memorial resolution those persons closely associated with intercollegiate athletics who passed away during the year. It is requested that the names of persons to be honored in this manner be submitted to the NCAA, P.O. Box 6222, Indianapolis, Indiana 46206-6222.

Administrative Structure
Rosters of the NCAA Board of Governors and Division III Presidents Council and Management Council are listed in Appendix H.
Request for Interpretations

Division III member institutions and conferences are encouraged to request interpretations of the proposed legislation in this Official Notice in advance of the Convention. Information about requesting an interpretation appears in Appendix I.

All such requests must be received in the national office not later than Friday, December 1, 2017. Requests will be considered by the Interpretations and Legislation Committee and the decisions will be reviewed by the Division III Management Council in its pre-Convention meeting Wednesday, January 17. The resulting interpretations will be duplicated and distributed to the conferences for their pre-Convention meetings before the beginning of the business session Saturday, January 20.
### TOPICAL GROUPINGS OF PROPOSED AMENDMENTS 112th ANNUAL CONVENTION

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DIVISION III LEGISLATIVE PROPOSALS

The Division III Presidents Council has determined that it will deal primarily with those national issues in Division III athletics that prompt widespread concern among Division III presidents or chancellors.

Such legislative proposals developed by the Division III Management Council or by Division III committees reporting to it must be submitted to the Division III Presidents Council for review. They cannot be placed on the agenda for consideration at the Convention unless the Presidents Council agrees to sponsor them. Legislative proposals of an operational nature may be sponsored by the Management Council and placed on the agenda for consideration at the Convention.

The Division III Presidents Council has identified five proposals that it believes are of particular interest to Division III chancellors or presidents and has included them in the Presidents Council grouping. The Presidents Council identified all proposals in both the Presidents Council grouping and General grouping for roll-call vote.
Intent: Allow for each conference and the group of independents to have a representative on National SAAC.

Bylaws: Amend 21.9.5.10.1, as follows:

[Roll Call]

21.9.5.10 Student-Athlete Advisory Committee.

21.9.5.10.1 Composition. The Student-Athlete Advisory Committee shall consist of:

(a) One student-athlete from the group of independent institutions and one student-athlete from each of the Division III multisport voting conferences unit represented in the Division III Student-Athlete Advisory Committee partnership program. A unit shall consist of two partnered conferences. Independent institutions shall collectively be represented as one additional unit. If there is an odd number of Division III conferences, the unpaired conference and all independent institutions shall collectively be represented as one additional unit; and

[21.9.5.10.1-(b) unchanged.]

[21.9.5.10.2 through 21.9.5.10.4 unchanged.]

Source: Allegheny Mountain Collegiate Conference, Great Northeast Athletic Conference and State University of New York Athletic Conference.

Effective Date: August 1, 2018

Rationale: Currently, conferences share the National SAAC representative on an alternating basis; however, with the growth and emphasis on student athlete input, it is imperative that the interests of student athletes within a conference are represented at the national level. By sharing the National SAAC representative with another conference, the interests of the student athletes are not always served. For example, the SUNYAC currently shares its National SAAC Representative with the Empire 8. The conferences are completely different with the SUNYAC comprised of state universities and the Empire 8 comprised of private institutions.

Budget Impact: Approximately $115,000 to account for the increase of approximately 20-23 student-athletes for attendance at three in-person meetings and attendance at the NCAA convention.

Position Statement(s): Presidents Council, Management Council, Nominating Committee: The Division III Presidents Council, Management Council and Nominating Committee oppose this proposal. A 44-person committee is inherently unmanageable and inefficient, and will create a significantly different experience among committee members regarding opportunities to represent SAAC on other NCAA committees. Further, SAAC representatives, like members of all committees, should focus on the best interests of Division III, as opposed to the best interests of their specific conferences. Changing this dynamic by requiring a member from each conference could have negative implications for
the concept of representative governance in our committee structure. Finally, the potential benefits of the proposal do not justify its significant financial impact.
Appendix A

Interpretations to be Included in the 2018-19 NCAA Division III Manual

In accordance with its authority to recommend incorporation of interpretations in the next printing of the NCAA Division III Manual, the NCAA Division III Interpretations and Legislation Committee has recommended and the NCAA Division III Management Council has approved inclusion of the following in the 2018-19 Division III Manual. This will be referenced in the report of this Official Convention Notice during the 2018 Division III business session. Approval of this Official Notice will constitute the incorporation of these interpretations. If a delegate objects to incorporation of a particular interpretation, that objection should be raised at the time of the report of the Official Notice. (It is preferred that any delegate intending to raise an objection also inform a member of the NCAA academic and membership affairs staff of that intent before the Division III business session.) The Division III membership then will decide by majority vote of the eligible voters whether to incorporate the interpretation.

It should be noted that these interpretations already have been accepted by the membership, and the only issue concerning these interpretations that is before the membership is whether they should be set forth in the 2018-19 Division III Manual and subsequent Division III Manuals. If the membership votes not to incorporate a particular interpretation into the Manual, the interpretation will still be binding on the membership; it simply will not be included in the 2018-19 Division III Manual.

For each of these interpretations approved by the Management Council, the provisions of Constitution 5.4.1.4 also would apply (i.e., any Division III member to which the interpretation applies may request a review of that interpretation at the Division III business session by making such a request in writing to the NCAA academic and membership affairs staff or the Association’s Convention office prior to 1 p.m. on the day preceding the Division III business session of the Convention). If an interpretation is not challenged per Constitution 5.4.1.4 and the incorporation of the interpretation into the 2018-19 Division III Manual also is not challenged, it will appear in the 2018-19 Division III Manual as noted.

NO. I-2018-1 PLAYING AND PRACTICE SEASONS -- ATHLETICALLY RELATED ACTIVITIES -- STRENGTH AND CONDITIONING -- RESERVATION OF FACILITIES AND STUDENT-ATHLETE ONLY FACILITIES

Bylaws: Amend 17.02.1.1.1, as follows:

17.02.1.1.1 Exceptions. The following activities shall not be considered athletically related:

[17.02.1.1.1-(a) through 17.02.1.1.1-(h) unchanged.]

(i) Voluntary workouts by students-athletes in a strength and conditioning facility designated exclusively for use by student-athletes, **whether during the academic year or during a vacation period**, provided the activity is not held at the direction of, or supervised by, any member of an institution’s coaching staff;

(j) Voluntary individual strength and conditioning activities conducted by strength and conditioning personnel who have received strength and conditioning certification from a nationally recognized certification program only during the institution’s
regular academic year (see Bylaw 11.1.6 for additional certification requirements), even if an institutional facility is reserved for such activities. **Certified strength and conditioning personnel may only reserve an athletic facility for voluntary workouts that he or she will conduct**; and

[17.02.1.1.1-(k) unchanged.]

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Effective Date:** Immediate

**Budget Impact:** None

**Additional Information:**

During its September 2016 in-person meeting, the Interpretations and Legislation Committee agreed that incorporating this official interpretation [March 23, 2016, Item No. 2a] would clarify the application of Proposal No. 2016-5. This incorporation not only clarifies that a certified strength and conditioning coach may only reserve an institutional facility to conduct voluntary workouts for student-athletes during the academic year, but also specifies that a student-athlete may use a student-athlete only facility year-round, including the summer vacation period.

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**Bylaws:** Amend 14.2.4, as follows:

14.2.4 Criteria for Determining Season of Eligibility.

14.2.4.1 Minimum Amount of Participation. A season of intercollegiate participation shall be counted in the student-athlete's sport when a student-athlete participates (practices or competes) during or after the first contest in the traditional segment following the student-athlete's initial participation of that academic year at that institution or when the student-athlete engages in intercollegiate competition during the nontraditional segment in that sport. This provision is applicable to intercollegiate athletics participation (practice or competition) conducted by a Division III collegiate institution at the varsity, junior varsity or freshman team level. (See Bylaw 14.1.12, for student-athletes participating in a recognized foreign exchange/study abroad program).

[14.2.4.1.1 through 14.2.4.1.3 unchanged.]

**14.2.4.1.4 Transfer from a Non-Division III Institution.**

The season of participation standard does not apply to a transfer student-athlete's previous participation at a non-Division III institution. A transfer student-athlete is subject to the legislation that applied to the previous institution during the term(s) of participation.

[14.2.4.2 through 14.2.4.8 unchanged.]

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).
The incorporation of this official interpretation [Reference: 9/28/16, Item No. 2b] provides clarification that a student-athlete is subject to the season of participation legislation at the institution the student-athlete attended during the term(s) of participation. This incorporation further serves to reduce confusion and clarify that a transfer student-athlete who practiced, but did not compete at a Division I or II institution would not be retroactively charged with a season of participation upon transfer to a Division III institution.

NO. I-2018-3 AMATEURISM -- PROMOTIONAL ACTIVITIES -- PROMOTIONS INVOLVING COMMERCIAL LOCATIONS/SPONSORS -- DISTRIBUTION OF INFORMATION

Bylaws: Amend 12.5.1.1.1, as follows:

12.5.1.1.1 Promotions Involving Commercial Locations/Sponsors. A member institution or a charitable, educational or nonprofit organization may use the appearance, name or picture of an enrolled student-athlete to promote generally its fundraising activities at the location of a commercial establishment, provided the commercial establishment is not a co-sponsor of the event and the student-athlete does not promote the sale of a commercial product in conjunction with the fundraising activity. A commercial establishment would become a co-sponsor if the commercial establishment either advertises the presence of the student-athlete at the commercial location or is involved directly or indirectly in promoting the activity. **Student-athletes are permitted to distribute information about institutional fundraising activities, even if those activities involve a commercial location or sponsor, as information distribution does not constitute promotion of a commercial product or service.**

Source: NCAA Division III Management Council (Interpretations and Legislation Committee).

Effective Date: Immediate

Budget Impact: None

Additional Information:

Incorporation of this official interpretation [Reference: 10/20/2016, Item No. 2b] serves to reduce confusion and clarifies that distributing information regarding an institutional fundraiser, even if it occurs at a commercial business does not constitute promotion of that business, product, or service.

NO. I-2018-4 PERSONNEL -- COMPENSATION AND REMUNERATION -- EMPLOYMENT AND ENDORSEMENT OF RECRUITING OR SCOUTING SERVICE

Bylaws: Amend 11.3, as follows:

11.3 Compensation and Remuneration. See Bylaw 11.01 for additional regulations regarding coaches’ compensation and remuneration.

[11.3.1 through 11.3.2 unchanged.]

**11.3.3 Employment and Endorsement of a Recruiting or Scouting Service.** An athletics department staff member may not directly promote or endorse a
recruiting or scouting service or be employed (either on a salaried or volunteer basis) in any capacity by a recruiting or scouting service (see Bylaw 13.11.3.2).

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Effective Date:** Immediate

**Budget Impact:** None

**Additional Information:**

Current legislation does not permit an athletics staff member to be employed by a camp or clinic conducted by a recruiting or scouting service. The incorporation of this official interpretation [Reference: 11/17/2016, Item No. 2a] serves to reduce confusion and clarifies that an athletics department staff member may not be employed (either on a salaried or voluntary basis) in any capacity by a recruiting or scouting service. Further, the coach may not promote or endorse a recruiting or scouting service.

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**NO. I-2018-5**

**ELIGIBILITY -- GENERAL ELIGIBILITY REQUIREMENTS -- FULL-TIME ENROLLMENT -- EXCEPTIONS -- ELIGIBILITY AFTER COMPLETION OF DEGREE REQUIREMENTS -- USE OF A SEASON**

**Bylaws:** Amend 14.1.8.1.6.7, as follows:

14.1.8.1.6.7 Eligibility After Completion of Degree Requirements. A student-athlete who was eligible during the term in which degree work was completed may continue to practice and compete (through the conclusion of the season) after the final day of that term, only if:

[14.1.8.1.6.7-(a) unchanged.]

(b) The student-athlete completed his or her degree requirements in fewer than four consecutive years from his or her initial collegiate enrollment and has been charged with a season of participation for that year prior to the completion of degree requirements; or

[14.1.8.1.6.7-(c) unchanged.]

**Source:** NCAA Division III Management Council (Interpretations and Legislation Committee).

**Effective Date:** Immediate

**Budget Impact:** None

**Additional Information:**

The incorporation of this official interpretation [Reference: 12/1/2016, Item No. 2b] serves to reduce confusion and clarifies that a student-athlete who has completed his or her degree requirements in fewer than four consecutive years from his or her initial collegiate enrollment must have triggered the use of a season to continue to practice and compete (through the conclusion of the season) while not enrolled.
Appendix B

Noncontroversial Legislation Adopted by the NCAA Division III Management Council

Pursuant to NCAA Constitution 4.8.3-(d) and 5.3.1.1.1, the NCAA Division III Management Council has adopted the following noncontroversial legislative amendments during the past year. The Management Council is permitted to adopt such legislation if it is necessary to promote the normal and orderly administration of the Association's legislation. These actions will be referenced in the report of this Official Convention Notice during the 2018 NCAA Division III business session. Approval of the Official Notice will constitute ratification of these actions and incorporation in the 2018-19 NCAA Division III Manual. If a delegate objects to ratification of a particular amendment, that objection should be raised at the time of the report of the Official Notice. (It is preferred that any delegate intending to raise an objection also inform a member of the NCAA academic and membership affairs staff of that intent before the Division III business session.) The NCAA Division III membership then will decide by majority vote of the eligible voters whether to ratify that amendment.

NO. NC-2018-1  AMATEURISM, RECRUITING AND AWARDS, BENEFITS AND EXPENSES -- ELIGIBILITY RAMIFICATIONS -- RESTITUTION FOR RECEIPT OF IMPROPER BENEFITS

Intent: To increase the value of improper benefits for which restitution is required from $100 to $200.

Bylaws: Amend 16, as follows:

16.01.3 Eligibility Ramifications -- Restitution for Receipt of Improper Benefits. Unless otherwise noted, for violations of all Bylaw 16 provisions in which the value of the benefit is $100 to $200 or less, the eligibility of the student-athlete shall not be affected conditioned on the student-athlete repaying the value of the benefit to a charity of his or her choice. The student-athlete, however, shall remain ineligible from the time the institution has knowledge of the receipt of the impermissible benefit until the individual repays the benefit. Violations of these bylaws remain institutional violations per Constitution 2.8.1, and documentation of the individual's repayment shall be forwarded to the enforcement staff. For violations of Bylaw 16 in which there is no monetary value to the benefit, violations shall be considered institutional violations per Constitution 2.8.1; however, such violations shall not affect the student-athlete's eligibility.

Source: NCAA Division III Management Council (Committee on Student-Athlete Reinstatement).

Effective Date: Immediate

Budget Impact: None

Additional Information:
Currently, the restitution for receipt of improper benefits is $100 or less and has not been reviewed by the membership for approximately 10 years. Review of case data indicates that an increase to $200 will decrease bureaucracy and increase efficiency for the benefit of the Division III membership. This proposal will not eliminate the need to report an institutional violation to the NCAA enforcement staff or to request reinstatement if relief from repayment or an alternative reinstatement condition to repayment is requested (e.g., community service).

NO. NC-2018-2 PLAYING AND PRACTICE SEASONS -- FOOTBALL --
PRESEASON ACTIVITIES AFTER THE FIVE-DAY
ACCLIMATIZATION PERIOD -- ELIMINATION OF MULTIPLE
PRACTICE SESSIONS ON THE SAME DAY

Intent: In football, to specify that an institution may not conduct multiple on-field practice sessions on the same day, while maintaining the opportunity to conduct a walk-through session in addition to the one on-field practice.

Bylaws: Amend 17.10.2.3, as follows:

17.10.2.3 Preseason Activities After Five-Day Acclimatization Period. The remaining preseason practice period shall be conducted as follows:

(a) Following the five-day period, student-athletes may practice in full pads. However, an institution may not conduct multiple on-field practice sessions (e.g., two-a-days or three-a-days) on consecutive days on the same day;

(b) Student-athletes shall not engage in more than three hours of on-field practice activities on those days during which one practice is permitted per day;

(c) Student-athletes shall not engage in more than five hours of on-field practice activities on those days during which more than one practice is permitted; and

(d) On days that institutions conduct multiple practice sessions, student-athletes must be provided with at least three continuous hours of recovery time between the end of the first practice and the start of the last practice that day. During this time, student-athletes may not attend any meetings or engage in other athletically related activities (e.g., weight lifting); however, time spent receiving medical treatment and eating meals may be included as part of the recovery time.

17.10.2.3.1 Exception -- Walk-Through Sessions. During the preseason practice period only, on-field walk-through sessions are not considered an on-field activity under Bylaw 17.10.2.3, provided protective equipment (e.g., helmets, shoulder pads) is not worn, equipment related to football (e.g., footballs, blocking sleds) is not used and conditioning activities do not occur. Walk-through sessions may occur only on days during which a single on-field practice session is permitted and shall be limited to one hour in length. Student-athletes must be provided with at least three hours of continuous recovery time between any sessions (e.g., testing, on-field practice or walk through) an on-field practice session and a walk-through. During this time, student-athletes may not attend any meetings or engage in other athletically related activities (e.g., weightlifting); however time spent receiving medical treatment and eating meals may be included as part of the recovery time.

Source: NCAA Division III Management Council.
Effective Date: Immediate

Budget Impact: None

Additional Information:

Recovery is multidimensional, and proper recovery not only decreases the risk of exertional heat illness and overuse injuries, but also plays an important role in decreasing the risk of exertion after repetitive head impact exposure or possible concussion. In this regard, football is different from other sports in which an initial practice does not involve potential repetitive head impact or concussion. Thus, the benefit of improved conditioning and technique mastery from two-a-day practices must be mitigated by the increased risk of catastrophic injury and concussion. Importantly, walk-throughs or meetings do not include any conditioning activities. This change is necessary in light of the document, "Interassociation Consensus: Year-Round Football Practice Contact for College Student-Athletes Recommendations." Current legislation that allows for more than one on-field practice session per day during the preseason practice period should be removed because it is contradictory to the practice contact recommendations.

NO. NC-2018-3 COMMITTEES -- ASSOCIATION-WIDE COMMITTEES -- STUDENT-ATHLETE REPRESENTATION -- VOTING MEMBERS

Intent: To specify that one student-athlete from each division shall serve as a voting member on the NCAA Olympics Sports Liaison Committee, NCAA Committee on Competitive Safeguards and Medical Aspects of Sports, NCAA Minority Opportunities and Interests Committee, NCAA Committee on Women’s Athletics and NCAA Committee on Sportsmanship and Ethical Conduct.

A. Bylaws: Amend 21.2.2.1, as follows:

21.2.2.1 Composition. The Committee on Competitive Safeguards and Medical Aspects of Sports shall consist of 22 members, including six positions allocated for men, six allocated for women and 10 unallocated. The membership of the committee shall be constituted as follows:

[l] One student-athlete from each division (who shall have one combined vote each) shall serve as a member of the committee. Each student-athlete may serve on the committee up to one year after completion of his or her intercollegiate athletics eligibility;

B. Bylaws: Amend 21.2.4.1, as follows:

21.2.4.1 Composition. The Minority Opportunities and Interests Committee shall consist of 18 members, including one current chancellor or president from each division. There shall be six members from Division I, six members from Division II and six members from Division III. One student-athlete from each division (who shall have one combined vote each) shall serve as a member of the committee. Each student-
athlete may serve on the committee up to one year after completion of his or her intercollegiate athletics eligibility. Committee membership shall include a minimum of eight ethnic minorities, including at least four males and four females.

C. **Bylaws:** Amend 21.2.5.1, as follows:

[Common provision, all divisions, divided vote]

21.2.5.1 Composition. The Olympic Sports Liaison Committee shall consist of 14 members, including at least one from each division. One student-athlete from each division (who shall have one combined vote each) shall serve as a member of the committee. Each student-athlete may serve on the committee up to one year after completion of his or her intercollegiate athletics eligibility.

D. **Bylaws:** Amend 21.2.8.1, as follows:

[Common provision, all divisions, divided vote]

21.2.8.1 Composition. The Committee on Sportsmanship and Ethical Conduct shall consist of 11 members. One student-athlete from each division (who shall have one combined vote each) shall serve as a member of the committee. Each student-athlete may serve on the committee up to one year after completion of his or her intercollegiate athletics eligibility.

E. **Bylaws:** Amend 21.2.10.1, as follows:

[Common provision, all divisions, divided vote]

21.2.10.1 Composition. The Committee on Women’s Athletics shall consist of 18 members, including one current chancellor or president from each division. There shall be six members from Division I, six members from Division II and six members from Division III. Six positions shall be allocated for men, six allocated for women and six unallocated. One student-athlete from each division (who shall have one combined vote each) shall serve as a member of the committee. Each student-athlete may serve on the committee up to one year after completion of his or her intercollegiate athletics eligibility.

**Source:** NCAA Division III Management Council.

**Effective Date:** Immediate

**Budget Impact:** None

**Additional Information:**
The proposal supports the Association’s desire to increase student-athlete engagement and voice within the governance structure and supports the NCAA principle of student-athlete involvement. This proposal will also provide an opportunity for the student-athlete representing his or her division’s student-athlete advisory committee to vote independently of other divisional SAAC representatives. It will increase the total votes on these five committee for student-athletes from as little as five percent up to 27 percent, thus strengthening the influence of student-athletes in matters of student-athlete health and safety and strengthen the influence of student-athletes in facilitating communication and understanding between the NCAA, U.S. Olympic Committee and the national governing bodies. This proposal is being recommended as noncontroversial legislation, inasmuch as broader consultation and debate are unlikely to improve the proposal in any substantial way, significant disagreement or alternative points of view will not be generated and there does not appear to be a significant impact on existing or proposed legislation.

NO. NC-2018-4 AMATEURISM -- PROMOTIONAL ACTIVITIES -- PERMISSIBLE -- INSTITUTIONAL, CHARITABLE, EDUCATIONAL OR NONPROFIT PROMOTIONS -- EFFECT OF VIOLATIONS -- STUDENT-ATHLETE ELIGIBILITY

**Intent:** To clarify that circumstances where a student-athlete participates in an impermissible institutional promotional activity and does not receive above actual and necessary expenses should be institutional violations and not affect the student-athlete’s eligibility.

**Bylaws:** Amend 12.5.1.1, as follows:

12.5.1.1.7 Effect of Violations. The following violations of Bylaw 12.5.1.1 shall be considered institutional violations per Constitution 2.8.1; however, the student-athlete’s eligibility shall not be affected:

[12.5.1.1.7-(a) unchanged.]

(b) A student-athlete unknowingly participates in an impermissible institutional promotional activity and receives not more than actual and necessary expenses; [12.5.1.1.7-(c) through 12.5.1.1.7-(d) unchanged.]

**Source:** NCAA Division III Management Council (Committee on Student-Athlete Reinstatement).

**Effective Date:** Immediate

**Budget Impact:** None

**Additional Information:**

The current legislation is confusing to the membership and should be amended to clarify that a student-athlete’s eligibility is not affected if he or she participates in an impermissible institutional promotional activity. In these instances, the institution is the primary bearer of responsibility and culpability for the violation rather than the student-athlete.
Intent: To increase the size of the Committee on Competitive Safeguards and Medical Aspects of Sports from 22 to 23 members; further, to specify that the additional member shall be a member of the Division I Council.

Bylaws: Amend 21.2.2, as follows:

21.2.2 Committee on Competitive Safeguards and Medical Aspects of Sports.

21.2.2.1 Composition. The Committee on Competitive Safeguards and Medical Aspects of Sports shall consist of 22 23 members, including six positions allocated for men, six allocated for women and 10 unallocated. The membership of the committee shall be constituted as follows:

[21.2.2.1-(a) through 21.2.2.1-(n) unchanged.]

(o) One representative from the Division I Council:

[21.2.2.1-(o) through 21.2.2.1-(p) relettered as 21.2.2.1-(p) through 21.2.2.1-(q), unchanged.]

[21.2.2.2 through 21.2.2.3 unchanged.]

Source: NCAA Division III Management Council (Committee on Competitive Safeguards and Medical Aspects of Sports).

Effective Date: Immediate

Budget Impact: Approximately $2,000 from the association wide committee budget for attendance at two in-person meetings.

Additional Information:

The recommendation provides more uniformity in the committee composition by designating committee positions for a representative from the governance bodies in each of the three divisions. This recommendation involves a common provision and must be adopted in all three divisions to become effective.
Appendix C

Modifications of Wording Adopted by the NCAA
Division III Management Council

Pursuant to NCAA Constitution 5.4.1.1.1, the NCAA Division III Management Council, by a two-thirds majority of its members present and voting, has determined that the following proposals are consistent with the intent of the membership in adopting the original legislation and that sufficient documentation and testimony exists to establish clearly that the original wording of the legislation was inconsistent with that intent. These actions will be referenced in the report of this Official Convention Notice during the 2018 Division III business session. Approval of this Official Notice will constitute ratification of these actions and incorporation in the 2018-19 NCAA Division III Manual. If a delegate objects to ratification of a particular amendment, that objection should be raised at the time of the report. (It is preferred that any delegate intending to raise an objection also inform a member of the NCAA academic and membership affairs staff of that intent before the Division III business session.) The Division III membership then will decide by majority vote of the eligible voters whether to ratify that amendment.

NO. M-2018-1  CHAMPIONSHIPS -- INELIGIBILITY FOR USE OF BANNED DRUGS -- PENALTY -- "ILLICIT DRUGS"

Intent: To specify that a student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class illicit drugs shall be ineligible for competition during 50 percent of a season in all sports.

Bylaws: Amend 18.4.1.5.2, as follows:

18.4.1.5.2 Penalty -- "Illicit Drugs." A student-athlete who, as a result of a drug test administered by the NCAA, tests positive for use of a substance in the banned drug class "illicit drugs" (in accordance with the testing methods authorized by the Board of Governors) shall be charged with the loss of ineligible for competition during 50 percent of a season in all sports (i.e., 50 percent of the Bylaw 17 maximum regular-season contests or dates of competition). The student-athlete shall remain ineligible from the time the institution is notified of the test result until the prescribed penalty is fulfilled and he or she tests negative (in accordance with the testing methods authorized by the Board of Governors).

[18.4.1.5.2.1 unchanged.]

Source: NCAA Division III Management Council (Committee on Competitive Safeguards and Medical Aspects of Sports).

Effective Date: August 1, 2017

Budget Impact: None

Additional Information:
The language modification is intended to clarify the phrase "charged with the loss of competition during 50 percent of the season." The original recommendation from CSMAS was that for a positive test of street drugs, the student-athlete be withheld from 50 percent of competition in all sports in which they participate. The adjusted phrase would affirm the intent of the recommendation and allow for correct applications of the legislation.
## Appendix D

### Index to Legislative Proposals

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<th>Legislative Reference</th>
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Appendix E

Corresponding Legislative Proposal Numbers

This appendix lists proposals that were included in the Second Publication of Proposed Legislation and gives its corresponding number in the Official Notice.

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<td>2018-3</td>
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Appendix F

Convention Voting Procedures

The following terms and procedures involved in voting at NCAA Conventions have been reviewed by the Association’s parliamentarian.

Significant Terms

1. **Vote Announcement**--After a paddle, roll-call or secret ballot vote, the chair announces the vote and states whether the motion passed or failed.

2. **Retake a Vote**--A retake occurs when a paddle vote is taken again or when a paddle vote is counted. A retake may occur before the statement of the next question. After the statement of the next question, a motion to reconsider must be used to retake a vote. During a retake, voters may change their votes and new eligible voters may participate. A retake motion would be considered dilatory and, therefore, denied after a roll-call vote and out of order after a secret-ballot vote unless it is clear that the question was misunderstood or that fraud had occurred.

3. **Change a Vote**--In a paddle vote, a vote may be changed if a retake occurs or by rising for that purpose before the result is announced by the chair. After the announcement of the vote, but before the next question is stated, a change may be made only by permission of the assembly by a majority vote after a nondebatable motion. In a rollcall vote, a change may occur before closing the polls or the polls may be reopened to change a vote before the statement of the next question. In a secret-ballot vote, no change may be made once the ballot is cast. After the statement of the next question following a roll-call vote and after a vote is cast in a secret ballot, a vote change can occur only through a successful motion to reconsider.

4. **Recount a Vote**--This applies only to a secret-ballot vote. The ballots simply are counted again as cast and can be ordered only by a majority vote of the assembly.

5. **Closing the Polls**--For roll-call and secret-ballot votes, the polls are opened when the chair calls for the vote. When the chair has ascertained that all who so desire have voted or have changed their votes, the chair will state that the polls are closed. If there is disagreement on closing the polls, they may be closed by a two-thirds vote on a nondebatable motion to do so. Once the polls are closed, the polls may be reopened before the statement of the next question by majority vote on a nondebatable motion to do so. Once the polls are closed, however, the chair will move to the next item on the agenda.

6. **Statement of Next Question**--When a new motion is made and seconded, the chair will announce that “The motion before you is.... Is there any discussion?” This is the statement of the next question and ends the opportunity to retake a vote or reopen the polls in regard to the preceding question.

Voting Procedures

1. **Paddle Voting**
   a. The chair calls for a vote by paddles, and determines the result by sound or sight from the dais.
   b. The chair may retake the vote if there is doubt.
   c. The chair must have the vote counted if requested by a voting delegate. The chair also may choose to retake a paddle vote and have it counted by hand or by the wireless voting system.
   d. During a retake, new voters may participate, or votes may be changed. Vote changes also may occur before the result is announced by the chair.
e. A retake will not be permitted after the next question has been stated. A request to retake a counted vote will be regarded as dilatory by the chair and will not be allowed.

2. **Roll-Call Voting (by Wireless Voting System)**
   a. A roll-call vote may be designated by the NCAA Division III Presidents Council or ordered by a majority of the voters, following a nondebatable motion to vote in that manner. If both a secret-ballot and a rollcall vote are moved, the assembly votes first on whether or not to vote by roll call. A motion to conduct a secret ballot on an issue designated for roll call by the Presidents Councils will be considered out of order.
   b. Once ordered, the chair shall call for a roll-call vote by use of wireless voting system.
   c. The chair shall determine if everyone who wishes to has voted, or if anyone wishes to change a vote. When it appears that all ballots have been cast, the chair shall state that polls are closed.
   d. The chair will move to the next available item on the agenda while votes are being tallied. No new voters, changes or corrections to the prior question are permitted unless the polls are reopened, and such a motion will be out of order after the next question is stated by the chair. Once the new question is stated by the chair, the only way to return to any foregoing question is by reconsideration, and only one motion for reconsideration of a given item is permitted.
   e. Abstentions will not be counted in the determination of a majority.

3. **Ordinary Voting (by Wireless Voting System)**
   a. An electronic vote may be designated by the Presidents Council or ordered by a majority of the voters, after a nondebatable motion to vote in that manner.
   b. Once ordered, the chair shall call for an electronic vote by use of the wireless voting system.
   c. The chair shall determine if everyone who wishes to has voted, or if anyone wishes to change a vote. When it appears that all ballots have been cast, the chair shall state that the polls are closed.
   d. The chair will move to the next available item on the agenda while votes are being tallied. No new voters, changes or corrections to the prior question are permitted unless the polls are reopened, and such a motion will be out of order after the next question is stated by the chair. Once the new question is stated by the chair, the only way to return to any foregoing question is by reconsideration, and only one motion for reconsideration of a given item is permitted.
   e. Abstentions will not be counted in the determination of a majority.

4. **Ballot Voting (Secret Ballot)**
   a. A secret ballot may be ordered by the assembly before, during or after any ordinary vote (but before the next question is stated) by a majority vote on a nondebatable motion to do so.
   b. Once ordered, the chair shall ask for the vote by wireless voting system. Votes will be tallied electronically, but only a summary printout of results will be reported.
   c. After the chair determines that all who wish to vote have voted, the polls shall be closed. A vote change shall not be permitted once the vote is cast.
   d. The chair will move to the next available item on the agenda while votes are being tallied. Once the next question is stated by the chair, the polls may not be reopened for a new vote on the prior issue.
   e. Abstentions will not be counted in the total for determination of a majority.
Appendix G

Convention Lanyards, Badges and Voting Paddles

The Convention lanyards are of various colors to designate the individual’s delegate status. The designations are as follows:

- Division I (Autonomy), Divisions II and III voting delegate: Red lanyard
- Division I (Autonomy), Divisions II and III alternate delegate: Blue lanyard
- All other Division I: Green lanyard
- Divisions II and III delegate with speaking rights: Green lanyard
- Divisions II and III delegate without speaking rights and other observers: White lanyard

Only those persons with red, blue or green lanyards are permitted to speak in a business session.

In addition, the Convention badges are of different colors to designate the individual’s status. The designations are as follows:

- Delegate: Red designation on name badge
- Speaker/Presenter: Green designation on name badge
- Media: Teal designation on name badge
- Chancellor/President: Purple designation on name badge
- NCAA Staff: Blue designation on name badge
- Vendor: Brown designation on name badge
- Autonomy Conference Members: Orange designation on name badge
- Visitor: Grey designation on name badge

The following is a listing of the different voting paddle colors in use at the 2018 NCAA Convention:

- Aqua: Division I
- Orange: Division II
- Yellow: Division III
Appendix H

**NCAA Governance Structure**

**Board of Governors**

Chair - G.P. (Bud) Peterson

<table>
<thead>
<tr>
<th>Div.</th>
<th>Name, Institution</th>
<th>Conference</th>
<th>Term Exp.</th>
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<tbody>
<tr>
<td>FBS</td>
<td>Eli Capilouto, University of Kentucky</td>
<td>Southeastern</td>
<td>August 2020</td>
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<tr>
<td>FBS</td>
<td>Philip DiStefano, University of Colorado, Boulder</td>
<td>Pac-12</td>
<td>August 2020</td>
</tr>
<tr>
<td>FBS</td>
<td>Burns Hargis, Oklahoma State University</td>
<td>Big 12</td>
<td>August 2021</td>
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<td>FBS</td>
<td>Blake James, University of Miami (Florida)</td>
<td>Atlantic Coast</td>
<td>April 2019</td>
</tr>
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<td>FBS</td>
<td>Eric W. Kaler, University of Minnesota, Twin Cities</td>
<td>Big Ten</td>
<td>August 2019</td>
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<td>FBS</td>
<td>G.P. (Bud) Peterson, Georgia Institute of Technology</td>
<td>Atlantic Coast</td>
<td>August 2019</td>
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<td>FBS</td>
<td>Denise Trauth, Texas State University</td>
<td>Sun Belt</td>
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<td>FBS</td>
<td>Satish K. Tripathi, University at Buffalo, the State University of New York</td>
<td>Mid-American</td>
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<td>FCS</td>
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<td>Patriot</td>
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<td>III</td>
<td>R. Brit Katz, Millsaps College</td>
<td>Southern Athletic</td>
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_NCAA Staff Liaisons:_

Donald Remy, Executive Vice President of Law, Policy and Governance/Chief Legal Officer

Jackie Campbell, Director of Law, Policy and Governance
### Division III Presidents Council
**Chair - Jeffrey Docking**

<table>
<thead>
<tr>
<th>Name, Institution</th>
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<tr>
<td>Teresa L. Amott, Knox College</td>
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<td>F. Javier Ceballos, Framingham State University</td>
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<td>Mary Beth Cooper, Springfield College</td>
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<td>Tori Murden-McClure, Spalding University</td>
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<td>Zorica Pantic, Wentworth Institute of Technology</td>
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<tr>
<td>Matthew Shank, Marymount University (Virginia)</td>
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**NCAA Staff Liaisons:**

Daniel T. Dutcher, Vice President of Division III  
Louise McCleary, Director of Division III  
Jay Jones, Associate Director of Division III  
Jeff Myers, Director of Academic and Membership Affairs for Division III  
Chris Brown, Associate Director of Academic and Membership Affairs for Division III  
Brian Burnsed, Assistant Director of Communications  
Eric Hartung, Associate Director of Research for Division III  
Debbie Kresge, Executive Assistant of Division III  
Debbie Brown, Administrative Assistant of Division III
# Division III Management Council

## Chair - R. Brit Katz

<table>
<thead>
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<tr>
<td>Nnenna O. Akotaobi, Swarthmore College</td>
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<td>Stevie Baker-Watson, DePauw University</td>
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<td>Richard B. Bankston, Old Dominion Athletic Conf.</td>
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<td>Heather Benning, Midwest Conference</td>
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<td>Gail Cummings-Danson, Skidmore College</td>
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<td>Robert Davis, Jr., University of Scranton</td>
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<td>Shantey Hill, St. Joseph's College (Long Island)</td>
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<tr>
<td>#Megan Warren, Defiance College</td>
<td>January 2018</td>
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<tr>
<td>Gerald Young, Carleton College</td>
<td>January 2018</td>
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# Student-Athlete Advisory Committee Representative

NCAA Staff Liaisons:

- **Daniel T. Dutcher**, Vice President of Division III
- **Louise McCleary**, Director of Division III
- **Jay Jones**, Associate Director of Division III
- **Jeff Myers**, Director of Academic and Membership Affairs for Division III
- **Chris Brown**, Associate Director of Academic and Membership Affairs for Division III
- **Brian Burnsed**, Assistant Director of Communications
- **Eric Hartung**, Associate Director of Research for Division III
- **Debbie Kresge**, Executive Assistant of Division III
- **Debbie Brown**, Administrative Assistant of Division III
Appendix 1

Request for Interpretations

Member institutions and conferences are encouraged to request interpretations of the proposed legislation in this Official Notice not later than Friday, December 1, 2017. Interpretations related to the proposed legislation in this Official Notice may be requested via electronic mail from jmyers@ncaa.org or cbrown@ncaa.org. When submitting such a request, please include the proposal number in question, your institution’s name and your title. All resulting interpretations will be distributed to the delegates in time for the conference meetings held in conjunction with the 2018 NCAA Convention.