

MINUTES OF THE  
NATIONAL COLLEGIATE ATHLETIC ASSOCIATION  
DIVISION III FINANCIAL AID COMMITTEE

Teleconference

March 20, 2006

Participants:

Patricia Blodgett, Keene State College  
Paul Boyer, Williams College  
Dennis Hefner, State University College at Fredonia  
Kevin McHugh, The College of New Jersey  
Debra Murphy, Nichols College  
Dan Preston, Linfield College, chair  
Garnett Purnell, Wittenberg University  
Ellen Shilkret, Vassar College  
Richard Woodland, Rutgers, The State University of New Jersey, Camden  
Matthew Banker, NCAA, recording secretary  
Jack Copeland, NCAA  
Dan Dutcher, NCAA  
Eric Hartung, NCAA  
Ann Kearns, NCAA

David Ellis, Newbury College; and Charnele Kennedy, NCAA, were unavailable to participate on this teleconference.

[Note: These minutes contain only actions taken (formal 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.]

Monday, March 20

The meeting was called to order at 12:04 p.m. Eastern time by the chair, Mr. Preston.

1. Welcome and Announcements. Mr. Preston welcomed the NCAA Division III Financial Aid Committee members to the call and noted the two-hour time frame to complete the remaining Level II reviews.

2. Committee Roster. The committee referred to the 2006 Financial Aid Committee roster as an informational item. NCAA staff advised the committee that two nominees to serve on the committee and fill the two remaining vacancies have been identified and forwarded by the NCAA Division III Nominating Committee to the NCAA Division III Management Council for ratification. NCAA staff confirmed that if nominations are approved, the two new committee members would begin committee service at the May 31 teleconference.
  
3. Minutes from the February 16-17 In-Person Meeting. The committee referred to the draft of the February 16-17 in-person meeting minutes. The committee requested that the committee's discussion regarding recommended changes and enhancements to the 2006-07 reporting cycle, including requesting more specific packaging policy information and additional data measurements at the initial institutional data submission, be included in the February 16-17 in-person meeting minutes. The committee reviewed the draft and took the following action:

It was VOTED

“To adopt the February 16-17 in-person meeting minutes as amended.”

4. Financial Aid Reporting Process Timeline. The committee reviewed the reporting process timeline. NCAA staff noted that the timeline now includes key dates from the 2006-07 reporting process cycle as well as additional educational outreach presentations including the October 2006 National Association of College Admissions Counselors meeting.
  
5. Financial Aid Reporting Process Procedural Flowchart. The committee reviewed the financial aid reporting process procedural flowchart. NCAA staff explained that the chart has been updated to reflect the 2006-07 reporting cycle including the elimination of the three subcommittees' reviews as well as changes in the actual key dates within the flowchart including the September 29 submission deadline and the December 1 Level I notification to institutions deadline.
  
6. Financial Aid Committee Policies and Procedures. NCAA staff referenced the committee's policies and procedures document and noted that the sections addressing conflict of interest and confidentiality of committee business were revised per the committee's recommendations during the February 2006 in-person meeting.

7. Review Additional Level II Information. The committee reviewed the remaining 20 institutional financial aid written justifications, including the supplemental justification information provided by the institutions. NCAA staff reminded the committee that a final decision is appropriate at this time for all institutions and three possible outcomes exist for the reviews on this teleconference: (1) approve the institution's justification; (2) approve the institution's justifications with conditions; or (3) forward the institution's justification to enforcement.

The committee reviewed each institution's data report and written justifications and took the following actions:

It was VOTED

"To accept the institution's financial aid variance with no conditions, as specified:

Institution No. 2-09;  
Institution No. 3-01;  
Institution No. 3-02;  
Institution No. 3-03; and  
Institution No. 3-06.

To accept the institution's financial aid variance with conditions, as specified:

Institution No. 1-14; and  
Institution No. 4-07.

To forward the following institutions to enforcement, as specified:

Institution No. 1-06;  
Institution No. 1-16;  
Institution No. 2-01;  
Institution No. 2-03;  
Institution No. 2-10;  
Institution No. 2-14;  
Institution No. 3-08;  
Institution No. 3-10;  
Institution No. 3-11;  
Institution No. 3-13;  
Institution No. 3-17;  
Institution No. 3-19; and  
Institution No. 4-03."

8. Future Meetings and Teleconferences. The committee noted the upcoming April and May teleconferences as the next committee business. NCAA staff reminded the committee to forward their availability for the October teleconference to his assistant at their earliest convenience.
  
9. Other Business. The committee commended NCAA News staff for their recent coverage of the financial aid reporting process. NCAA staff advised the committee that he would forward a Web link to the online version of the news article for their reference. NCAA staff advised the committee that all documents submitted by institutions involved with the reporting process should be shredded except for any committee member notes that are germane to institutional financial aid data reports and justifications for the 2006-07 reporting cycle and beyond.
  
10. Adjournment. The committee adjourned the meeting at 2 p.m. Eastern time.

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