

MINUTES
PSAC ATHLETIC ADMINISTRATORS' SPRING MEETING
Hilton Garden Inn, State College, PA
April 4, 2018

- I. The Meeting was called to order at 9:00 am, Wednesday, April 4 by chairperson Mike McFarland (Bloom). Those present included: Steve Murray, Will Adair, Carlin Chesick, Chris Parker, Vaughn Dalzell (PSAC); Kathy Heitzman (Bloom); Karen Hjerpe, Jenni Morrison (Cal); DJ Bevevino (Clarion); Gary Gray, Carey Snyder, Jo Greenawalt (E. Stroud); Bruce Baumgartner, Todd Jay (Edin); Lisa Goddard McGuirk, Charles McConnell (Gannon); Steve Roach, Samantha Traver (IUP); Greg Bamberger, Michelle Gober (Kutz); Danielle Barney, Tom Gioglio (LHU); Kris Decker (Mans); Lauren Packer Webster (Mercy); Miles Gallagher, Larry Earnesty (Mill); Pat Pecora (UPJ) Bruce Ivory, Chris Snyder, Renee Miller (Seton Hill); Carrie Michaels, Jeff Michaels, Ashley Grimm (Ship); Paul Lueken, Torry Rollins(SRU); Terry Beattie, Kelli Milliner (WCU)
- II. Requests for Reordering Agenda – NONE
- III. Announcements
Commissioner Murray updated the group on the end of year reports for SAAC and Academic Enhancement grants, upcoming salary survey, GE Report, Weekend of Action Sportsmanship Week and upcoming Board of Directors Meetings and Game Environment Summit. He also encouraged the member institutions to consider continuing scheduling Cheyney University for basketball and volleyball.
- IV. Minutes
MOTION (Lueken): To approve the Minutes of the October 2017 meeting as presented
SECOND (Jay)
MOTION PASSES
- V. Reports
- A. Sports Information/Awards – Adair
- MOTION (McFarland) That the Paul Payne (Bloomsburg, MSoc) be presented with the Coaches Service Award by the PSAC.**
SECOND (Jay)
MOTION PASSES
- MOTION (Greenawalt) That Carey Snyder be presented with the Administrators Service Award by the PSAC.**
SECOND (Heitzman)
MOTION PASSES
- B. Media Relations/Communications - Parker
Heard an update on upcoming media events and award announcements from the league.
- C. PSAC Officiating Committee – Jay
Updated the Administrators on the meeting the previous afternoon.
- MOTION (Jay) To approve the contract extensions and fee structures as presented in Supplement 1 (see Attached #1) for Coordinators of Officials and Game Fees for Officials.**
SECOND (Chris Snyder)
MOTION PASSES
- D. PSAC Championships Committee – C. Michaels
Explained that the Committee had met by conference call and will be weighing in issues as they arose. Provided a handout with the Committee’s position on those items.
1. Divisional Play Model
Followed up on a discussion from the October meeting regarding conference sports sponsorship levels and when the conference should conduct “divisional play”

MOTION: (C. Michaels) To Amend the PSAC Bylaws to require that PSAC championship sports that have 12 or more sponsoring institutions will format their mandated regular season play into divisional formats based upon geographic alignments.

SECOND (Gioglio)

MOTION PASSES 27-7

- E. NCAA Division II Management Council – Murray
No update, next meeting is April 9-10.
 - F. NCAA Committee on Safeguards and Medical Aspects – Murray
Updated the group on some issues national with drug testing appeals cases and institutional involvement in education and documentation of student-athletes.
 - G. NCAA Division II Nominating Committee – Heitzman
Heard a presentation on the Nominating Committee selection process
 - H. NCAA Division II Membership Committee – Chris Snyder
Updated the group on Division II membership, 3 institutions have applied for Division II membership in this new cycle
 - I. NCAA Division II Championships Committee - Bamberger
Provided the group with a “takeaways” document from the Championships Committee’s most recent meetings.
 - J. Division II Athletics Directors Association – Lueken
Encouraged the group to attend NACDA Convention in Washington DC this summer as well as encouraged membership.
 - K. PSAC Advisory Council – Murray
Reminded the group that Jeff Michaels and Wendy Snodgrass were representatives and that the Administrators would seek new representatives in the next academic year.
 - L. SAAC Meeting Update – Chesick
Heard an update from the recent SAAC meetings and their recommendation that campus SAAC liaisons begin meeting formally.
 - M. FAR Meeting Update – Murray
Heard an update from the recent FAR meetings and the FARs support of the recommendation for the league to move to divisional play when there are 12 or more sponsoring institutions for respective sports.
- VI New Business – from Conference Office
- A. Strategic Plan Draft Review - Murray
Administrators broke into five groups to review a draft of the next PSAC Strategic Plan and make recommendations for any amendments.
 - B. Membership Update - Murray
Commissioner Murray provided an update on recent changes to conference membership and potential new members.
 - C. New PSAC Meeting Groups
Heard a report from Carrie Michaels regarding a meeting the Senior Woman Administrators conducted the previous day and intentions of expansion of that role and group in conference governance

Encouraged the conference office to include campus strength & conditioning coaches in further development and meetings.

VII. Sport Committee Reports

1. Volleyball – Hjerpe

a. Recommendations

MOTION (Hjerpe) That in the sport of volleyball member institutions will not required to use line judges assigned by the Coordinator of Officials for non-mandated matches

SECOND (C. Michaels)

MOTION PASSES

MOTION (Hjerpe) That in the sport of volleyball both teams will be provided half of the court to warm up on if the court is available prior to the mandated 60 minutes warm-up countdown.

SECOND (C. Michaels)

MOTION PASSES

MOTION (Hjerpe) That in the sport of volleyball all teams must upload their roster into VidSwap prior to the start of the season and then must update it if their roster changes

SECOND (Roach)

MOTION PASSES

MOTION (Hjerpe) That in the sport of volleyball that player rotation data be included with the video uploads following each match

SECOND (Morrison)

MOTION PASSES

MOTION (Hjerpe) That in the sport of volleyball match video uploads must be completed by midnight following mandated PSAC play.

SECOND (J. Michaels)

MOTIO PASSES

MOTION (Hjerpe) That in the sport of volleyball video for exchange must be recorded on an HD Camera

SECOND (C. Michaels)

MOTION PASSES

MOTION (Hjerpe) That in the sport of volleyball, match uniforms must have visible numbers that are wholly of a color that contrast with the color of the jersey on the body of the uniform by the 2022 season.

SECOND (J. Michaels)

MOTION PASSES

MOTION (Hjerpe) That in the sport of volleyball member institutions be required to provide a game statistics print out between sets to each coach

SECOND (J. Michaels)

MOTION FAILS (8-23-2)

MOTION (Hjerpe) That in the sport of volleyball to eliminate nominations and separate vote for athlete of the year and the top recipient for all-conference shall be athlete of the year.

SECOND (Bamberger)

MOTION FAILS

MOTION (Hjerpe) That in the sport of volleyball to create a setter of the year award to be awarded to the setter that got the highest finish in the all conference voting.

SECOND (C. Michaels)

MOTION FAILS

MOTION (Hjerpe) That in the sport of volleyball to eliminate nomination and separate vote for freshman of the year --- top vote getter for all-conference shall be freshman of the year.

SECOND (Michaels)

MOTION FAILS

2. Football – Bamberger

a. Recommendations

MOTION (Bamberger) That in the sport of football, student-athletes should not be subject to penalties beyond those required by the NCAA in the event of an ejection for fighting.

SECOND (Chris Snyder)

MOTION FAILS

b. Update on Fall Practice regulations

Heard a report from Commissioner Murray regarding possible non-controversial codifying the 2017 preseason waivers to practices being in place for 2018.

c. PFC A East/West All-Star Game

Supported the concept that the Pennsylvania Football Coaches Assoc would seek to fill their rosters on the East/West All-Star game with only signees from the PSAC and possibly conduct the contest at a PSAC institution annually.

Encouraged the Commissioner to pursue this concept with the PFC A and the PSAC Coaches.

d. NE10 2019 Open Date plan

The group was informed that the NE10 would have a “floating bye” date in their schedules in 2019 and that the NE10 might try to match open bye dates with teams that already have agreements with PSAC teams that season.

3. Soccer – Gallagher and McFarland

a. Men’s Soccer

MOTION (McFarland): That the Weekly PSAC Awards for Soccer be expanded to include Offensive, Defensive, and Freshman of the Week

SECOND (C. Michaels)

MOTION FAILS

MOTION (McFarland) That in the Sport of Men’s Soccer, the PSAC remove bench limit size for the post-season tournament.

SECOND (J. Michaels)

MOTION TO AMEND (C. Michaels) That the PSAC eliminate bench size limits for all post-season championship play

SECOND (Gioglio)

MOTION PASSES

b. Women’s Soccer

MOTION (Gallagher): That in the Sports of Men’s and Women’s Soccer the PSAC will utilize the international walkout procedures for all pre-match introductions at all PSAC matches.

SECOND (Hjerpe)

MOTION PASSES

MOTION (Gallagher):

To institute the following tie-breaker procedure for seeding in the Men’s & Women’s Soccer Tournaments

a. Head to Head results of PSAC mandated matches among tied teams.

b. Goal differential in all mandated PSAC matches.

c. Fewest goals allowed in mandated PSAC matches.

d. Goals scored in all mandated PSAC matches.

e. Record against teams not involved in a tie, starting at the top of the standings.

f. Win-Loss percentage against common opponents outside the PSAC.

g. A coin flip will occur to break ties between tied teams for PSAC playoffs after other tie breakers have been used.

* If teams involved in a tie have played an unequal amount of PSAC matches, the tiebreaker will be calculated using a per game average.

SECOND (Traver)

MOTION PASSES (23-11)

4. Field Hockey – Milliner

a. Recommendations

MOTION (Milliner) In the Sport of Field Hockey amend 2.1.3.2 as follows: “Upon request, the host institution should provide the visiting team with at least 100 balls and 50 cones.” And to amend 3.2.8.1 Practice balls/cones as follows:

“The host institution must provide each team with an adequate number of balls and cones for tournament practices and pre-game warm-ups. A minimum of 100 balls and 50 cones is suggested.”

SECOND (Gallagher)

MOTION FAILS

MOTION (Milliner): In the sport of Field Hockey to increase the time allotted for practice on the Saturday prior to the PSAC Field Hockey Championship from no less than 1 hour to 75 minutes for advancing teams.

SECOND (Roach)

MOTION PASSES

MOTION (Milliner) In the Sport of Field Hockey to allow the use of Go-Pro cameras for filming in both cages as long as no sound is recorded. Furthermore, to allow the visiting team to film with a Go-Pro camera with permission from the host institution as long as filming of a regular season contest is shared with the opponent.

SECOND (J Michaels)

MOTION FAILS (12-12-8)

Note: As per Commissioner’s determination in the Fall of 2017, institutions will only be permitted to use video cameras in their own goalie cage during contests.

MOTION (Milliner) In the Sport of Field Hockey to permit end-line view in post-season filming of the conference tournament.

SECOND (C. Michaels)

MOTION PASSES

MOTION (Milliner) In the Sport of Field Hockey to eliminate the four (4) mandated games scheduled at the beginning of the season that do not count in the conference standings beginning with the 2019 schedule.

SECOND (Traver)

MOTION PASSES (13-10-8)

b. Scheduling Challenge with NE10

MOTION (Milliner) That beginning with 2019 season enter into an agreement between the PSAC and NE10 that would require scheduling of conference field hockey programs in a two-match, one weekend event for two years (2019 & 2020)

SECOND (C. Michaels)

MOTION FAILS (7-20-6)

5. Athletic Trainers – Rollins

a. Recommendations

MOTION (Rollins): That the PSAC annually require affirmation to the conference office that institutions are compliant with PSAC concussion policy, by both the president of the university and the Athletic Healthcare Administrator, by August 1 of every year.

SECOND (C. Michaels)

MOTION PASSES

b. Mental Health Checklist Attestation

Reminded the group that the institutions will be required to attest to implementation of the PSAC Mental Health Checklist by August 1, 2018.

The conference will develop a standardized form for attestation and include other items as needed.

c. Unchallengeable Authority of Host AT concept

Commissioner Murray and Torry Rollins discussed the issue surrounding the need for institutional and possibly conference policy regarding medical coverage of student-athletes at away from home contests with medical personnel are not traveling with teams and return to play decisions for injuries during contests.

The Administrators asked the conference office to expedite recommendations on policy in discussions with athletic trainers.

6. Wrestling – Baumgartner

a. Recommendations

MOTION (Baumgartner): That the PSAC modify the conference individual weight class tournament to no longer include team scoring but rather determine the conference championships on the separate dual match results among the four Division I programs and the eight Division II programs.

Furthermore that the points awarded among participating institutions for the PSAC's Dixon Trophy be distributed separately among the programs based upon the regular season dual match results in Division I and Division II separately.

Additionally, end of season awards would be distributed separately among the Division I and Division II programs.

SECOND (Gioglio)

MOTION PASSES (17-7-5)

The 2018 PSAC Wrestling Championship will be conducted at Kutztown University.

7. Sports Information Directors – Jay

No Report

8. Golf – Kauffman and Wolfe

No Report

9. Swimming – Snodgrass

a. Recommendations

MOTION (Bevevino)) In the sport of swimming, to allow meet workers to participate in time trials during the morning sessions at the PSAC Swimming Championships.

SECOND (Jay)

MOTION PASSES (15-9-6)

10. Men's & Women's Basketball - Grimm and Traver

a. Men's & Women's Recommendations

MOTION (Chris Snyder): That in the sport of basketball, that member institutions be permitted, on a mutually agreeable basis to moved the December 29, 2018 mandated basketball game to any time between December 29, 2018 and January 2, 2019. The conference office must be included in the change of schedule agreement and institutions could split the men's and women's doubleheaders among those dates if mutually agreed upon

SECOND (Bamberger)

MOTION PASSES

MOTION (Traver): To explore initiating an appeal process for the PSAC Sportsmanship Policy for ejections from contests as a result of an officials decision.

SECOND (J. Michaels)

MOTION FAILS (10-23-1)

b. 2018-19 Mandated Schedule Issues

With the departure of Cheyney University from conference membership at the conclusion of the 2017-18 academic year, the conference must address the imbalance in the number of contests in the league schedule with regard to bye dates left on some teams schedules

The conference office proposed that for the 2018-19 season, in order to create a balance in the number of contests to determine seeding in the PSAC tournament, the three Western Division programs that did not have Cheyney on their mandated schedule would have ONE contest randomly drawn from their six crossover games which would then NOT COUNT in their divisional standings. Tournament seeding is based only upon divisional standings.

The Eastern Division teams would base tournament seeding on 20 contests (2 bye dates from Cheyney's departure). The Western Division teams would base tournament seeding on 21 contests (1 bye date from Cheyney's departure).

MOTION: (Baumgartner) To adopt the PSAC Office's recommendation for managing the PSAC mandated basketball schedule and counting contests for the divisional standings in the 2018-19 season.

SECOND (Chris Snyder)

MOTION PASSES (25-8)

11. Compliance Coordinators – Heitzman

Updated the group on the previous day's meeting and discussed proposed legislation being sponsored by other conferences.

12. Baseball – Webster

No Report

13. Softball – Traver

No Report

14. Cross-Country/Track & Field – Barney & Roberts

a. Outdoor Future Sites Recommendations

MOTION (Barney): That the PSAC Conduct the 2019 and 2020 PSAC Outdoor Track and Field Championships at the following sites/dates:

2019: Mansfield University, May 9-11, 2019

2020: Shippensburg University, April 30-May 2, 2020

SECOND (Bevino)

MOTION PASSES

15. Men's & Women's Tennis – Heitzman

No Report

Commissioner Murray informed the group that while a motion passed last fall to begin having assigned officials at PSAC regular season tennis matches beginning in the 2018-19 season, he has been informed by the USTA assignors in Pennsylvania that they do not have a sufficient number of officials available to cover PSAC contests. Thus, the conference will not require assigned officials.

16. Lacrosse - Gober

No Report

VIII. Other Items

1. Strategic Initiative Grant for 2018-19

MOTION (C. Michaels) To endorse the PSAC Office's proposal for use of the NCAA Division II Conference Grant in 2018-19 as presented

SECOND (Gray)

MOTION PASSES

2. AA Governance Proposals

The Administrators reviewed a proposal from the Executive Committee that would alter the management of the Athletics Administrators meetings, including committee makeup, roles, selection and structure. The Administrators will be asked to provide feedback on the proposal and the Executive Committee will return at the October 2018 meeting to provide a final proposal.

(Attached #2)

IX. Requested Agenda Items

1. SAAC CPR/AED Training Requirement – J. Michaels

A discussion was held regarding the May 2017 recommendation to the Board of Directors from the PSAC SAAC to require campus SAAC members to have AED/CPR training and certification.

MOTION (J. Michaels) That the PSAC amend the requirement that campus SAACs be REQUIRED to have CPR/AED training to it being RECOMMENDED that campus SAACs have CPR/AED training

SECOND (Gallagher)

MOTION PASSES

X. Old Business

None

XI. Future Meetings.

1. SWA Meeting: May 21, 2018 at Harrisburg
2. May Board of Directors: May 22, 2018
3. October AA Meeting: October 2-3, 2018 (Tues-Wed)

Sport (Assignor Fee)	2017-2018 Current Year	2018-2019	2019-20	2020-21	2021-22
Baseball (\$400)	DH: \$280 Single: \$185	7/7: \$290 9: \$185 7/9: \$310 9/9: \$330	7/7: \$290 9: \$185 7/9: \$310 9/9: \$330	7/7: \$300 9: \$190 7/9: \$320 9/9: \$340	
M. Basketball (\$400) W. Basketball (\$400)	\$240/official Scrimmage - \$50/official	\$245/official Scrimmage - \$50 Exhib - \$245	\$250/official Scrimmage - \$50 Exhib - \$250	\$255/official Scrimmage - \$50 Exhib - \$255	
Field Hockey (\$350)	\$185/official .40/mile round trip	\$190/official .40/mile round trip Scrim - \$95	\$195/official .40/mile round trip Scrim - \$98		
Football (\$400)	\$265/official	\$275/official Scrim - \$50	\$275/official Scrim - \$50	\$285/official Scrim-\$50	
W. Lacrosse (\$350)	\$190/official .40/mile round trip	\$200/official .40/mile round trip Scrim - \$100	\$205/official .40/mile round trip Scrim - \$103		
M. Soccer (\$500) W. Soccer (\$500)	\$215/Referee \$175/Asst. Referee Spring – 50% of above	\$225/Referee \$185/Asst. Referee Spring: \$113/93	\$225/Referee \$185/Asst. Referee Spring: \$113/93		
Softball (\$400)	DH: \$238	DH: \$247 Single: \$158	DH: \$247 Single: \$158	DH: \$255 Single: \$162	
Volleyball (\$420)	Single Match: \$165 Multi-Match: \$145 Line Judges: \$75	Single Match: \$175 Multi-Match: \$155 Line Judges: \$75 Fall Scrim: \$25 Spring: \$90/\$80	Single Match: \$175 Multi-Match: \$155 Line Judges: \$80 Fall Scrim: \$25 Spring: \$90/\$80	Single Match: \$185 Multi-Match: \$165 Line Judges: \$85 Fall Scrim \$25 Spring: \$95/\$85	Single Match: \$185 Multi-Match: \$165 Line Judges: \$85 Fall Scrim \$25 Spring: \$95/\$85

Pennsylvania State Athletic Conference
Proposed Changes in Athletics Administrators Meeting Governance, Committee Structure and Sport Liaisons

1). Beginning with the 2019-20 Academic Year:

2). Meetings:

a) Fall Meeting continue to be conducted in the first week of October BUT only an Administrators Meeting conducted in a one-day format, starting at approximately 11:00 am and lasting until 3:00 pm, including a working lunch provided by the Conference. Any committee meetings that need to be conducted will be done so in advance by conference call

b) Spring Meeting continue to be conducted in the first week of April in the SAME format as currently in a two-day format. Afternoon/Evening of first day would be set aside for Committee meetings. Day two would be consist of normal business day but include a 1.5 to 2.0 hour professional development session designed by a member institution on a rotating basis (supported by the Conference Office)

3). Executive Committee:

a) Move to an ascending order of Executive Committee Membership including a Chair and three (3) ranking Vice Chairs (1st VC, 2nd VC, 3rd VC) and Past Chair. The 3rd Vice Chair would be selected by a vote of the full Administrators group during the Spring meeting annually, and advance through the positions on the Executive Committee. Current positions would remain through the 2018-19 academic year and in April 2019 a 3rd Vice Chair would be selected.

b) In the event the Chair or Vice Chair left their institutional position, the other Vice Chairs would move up in order immediately and a new 3rd Vice Chair would be selected.

4). Subcommittee Membership (Officiating & Championships/Competition):

a) Terms not to exceed four years will be developed among current membership, staggered in order to preserve some continuity

b) Committees would select their own chairperson annually

c) The 3rd Vice Chair would serve as a member of the Officiating Committee; the 2nd Vice Chair would serve as a member of the Championships/Competition Committee

d) The Executive Committee would solicit and select new members for Committees based upon the following criteria:

i). Divisional balance in the league

ii). Diversity and Inclusion

iii). Institutional Representation

iv). Longevity of service in the PSAC

e) The Officiating Committee will continue to exist with representation from each of the Sports Liaisons that have Officiating Programs within the league. Only Sports Liaisons will serve on the Officiating Committee

5). Sports Liaisons

a) Terms limited to four years; but an individual may serve an indefinite number of terms

b) Current liaison terms will be rotated so that no more than 5 positions are open per year

c) The Executive Committee would solicit and select new members for Committees based upon the following criteria:

i). Diversity and Inclusion

ii). Institutional Representation

iii). Longevity of service in the PSAC

6). Still to be determined.....

1. How/when does the vote take place for the Executive Committee 3rd VC? Prior to the meeting, at the end, by paper vote, etc.

2. Is it safe to assume that the 2nd VC and 3rd VC serving as members of Championships/Competition and Officiating, respectively, will be one-year terms because the rotation on the Executive Committee is based on one-year terms as you move up to the next role?

3. How are chairs elected for subcommittees (Officiating and Championships/Competition)?

4. How will interest be solicited for Executive Committee, subcommittees, liaisons, etc.?