



**BOARD OF REGENTS MEETING**  
*of the* **NATIONAL JUNIOR COLLEGE ATHLETIC ASSOCIATION**  
**January 15, 2026**



**MINUTES**

**1. Call to Order**

Troy Tucker, Board Chair, called the meeting to order at 1:00 p.m. EST on January 15<sup>th</sup>, 2026.

**2. Roll Call**

Present: Troy Tucker (Board Chair); Kerri-Ann McTiernan (Vice Chair); Mary Young (Women's Senior Administrator); Dean Myrick (Men's Senior Administrator); Jerry Smith (R1); Chris Parker (R2), Kristen Schuth (R3); Darin Monroe (R4); Deron Clark (R5); Mike Saddler (R6); Bobby Hudson (R7); Rob Chaney (R8); Marcy Henry (R9); Lind Hartsell (R10); Thom McDonald (R11); Dale Vos (R12); Kurt Kohler (R13); Dr. Tim Drain (R14); Michael Belfiore (R15); Darren Pannier (R16); David Elder (R17); Joel Bate (R18); Katie Amundson (R19); Jo Todaro (R20); Tommy Stewart (R21); Michelle Ivey (R22); Ron Riggle (R24); Dr. Dan Kinney, Jr. (PC Central); Dr. Michael Calvert (PC Northwest); Greg Hodges (PC East Central); Dr. Thomas Huebner (PC Southeast); Melissa Grau (At-Large); Dr. Myles Shelton (PC Southwest); Joseph Scheuermann (At-Large-Proxy); Michelle Silcox (At-Large)

Absent: Steve Martin (R23); Dr. Larissa Littleton-Steib (At-Large)

NJCAA Staff in Attendance: Dr. Christopher Parker (President and CEO); Jeff White (Counsel to the Board of Regents, Chief Legal Officer and Senior Vice President-Internal Affairs); Dr. Brett Monaghan (Vice President for Championships, Membership, and Sports Governance); Michelle Meadows (Senior Vice President - COO & CFO), Rod Lovett (Assistant Vice President for Sports Governance and Regional Leadership); Andrew Givens (Assistant Vice President for Marketing, Development, and Community Outreach); Wanda Bodey (Senior Director of Compliance & Eligibility); Carly Pitts (Senior Compliance Associate); Robert Alexander (Compliance Associate); Holly Steuerwald (Director of Membership), Brycen McKeehan (Sports Governance Associate), Christopher Haley (Senior Director for Partnerships & Development), Kerri Askew (Executive Assistant & Human Resources Coordinator), Jerry McCarty (Sport Operations and Championships Associate), Lydia Morris (Sport Operations and Championships Associate), Owen Brown (Sport Operations and Championships Associate), Wolf Brethorst (Sport Operations and Championships Associate), Kalyn Fetter (Sports Operations and Championships Manager), Diana Beltran (Accounting and Financial Manager), Kyle Eager (Marketing and Communications Manager)

**3. Recognition of Guests**

Guests:

**4. Approval of Agenda**

**MOTION** to approve by Darrin Pannier **SECONDED** by Michelle Silcox  
**PASSES UNANIMOUSLY**

**5. Approval of Meeting Minutes – October 2025**

**MOTION** to approve by Darrin Pannier **SECONDED** by Michelle Silcox  
**PASSES UNANIMOUSLY**

**6. Board Updates – Chair Troy Tucker**

Recognized Michelle Meadows, Dr. Parker, and the NJCAA staff for achieving what may have been the cleanest audit in the history of the NJCAA — an important and highly commendable milestone.

Expressed appreciation to all staff, coaches, and volunteers for a successful fall championship season and extended thanks as the association transitions into the winter championship schedule.

## 7. NJCAA National Office Updates.

### CEO Report. Dr. Christopher Parker, President & CEO

#### Board Updates

Individual meetings held with all board members covering the championship model, governance/legal matters, and membership alignment.

#### Sponsorship

Continued progress in securing national sponsors. Due to growth with a key partner, Chris Haley will transition to a full-time role with Van Wagner.

#### NCAA Update

The new NCAA governance structure is now in place and recently met in Washington, D.C. The NJCAA submitted notes to the new Academic Committee, and board members have received copies. Follow-up meetings are scheduled for next week with NCAA liaison Katie Ethridge and with Jen Frasier, the new Vice President of Governance. Dr. Parker expressed appreciation for the continued support of the Same Game, Same Rules campaign.

## 8. Presidents' Commission. Dr. Dan Kinney, Jr., Commission Chair

#### General Updates:

A financial update was provided, including audit status and dues. The NCAA Same Game, Same Rules initiative was reviewed, and the DOJ/DOE transgender participation letter was discussed. The update also included an overview of training opportunities available to coaching staff across member colleges.

**MOTION** to approve minutes by Tommy Stewart **SECONDED** by Michael Calvert

**PASSES UNANIMOUSLY**

## 9. NJCAA Board Updates.

### Treasurer's Report. Mr. Dale Vos, Board Treasurer

#### a. Audit Report:

The audit showed no material weaknesses, deficiencies, or internal control recommendations—one of the cleanest audits on record. Staff were thanked for their efforts. Key results: total assets up 34%, net assets up 18%, and net cash up 86%.

#### b. Quarterly Report:

Financials are tracking as expected through December. Van Wagner continues to outperform, and NJCAA Network income is strong. Expenses, including IT and healthcare, remain within normal operating levels. Overall financial position is very solid.

#### c. Convention Stipends:

Flights should be booked by March 15. Board and region stipends have been streamlined; members should review the report and check accuracy.

**MOTION** to approve minutes by Dale Vos **SECONDED** by Michele Ivey

**PASSES UNANIMOUSLY**

## 10. NJCAA Standing Committee/Council Reports.

### a. Eligibility Committee. Rob Chaney, Committee Chair

No formal action items were presented at this time; the following information was shared:

Manual LOIs: In December, the eligibility committee approved following the bylaws as written, which do not address the use of manual LOIs. As a result, manual LOIs will be discontinued effective August 1, 2026, though they will still be used during the 2026–2027 cycle in practice.

Division III Eligibility Sub Committee: A Division III eligibility subcommittee has been established to support the handbook separation project.

**MOTION** to approve by Darrin Pannier **SECONDED** by Michelle Silcox

**PASSES UNANIMOUSLY**

- **Tiered Sanctions subcommittee. Lind Hartsell, Subcommittee Chair**

No official report was provided at this time. It was noted that the committee will host an Open Forum at the convention, with a planning meeting scheduled for March to prepare for the April session.

- b. Appeals Committee. Kerri-Ann McTiernan, Committee Chair**

No official report was provided at this time. Appreciation was extended to the Eligibility Committee for their ongoing LOI work.

- c. Sports Governance Committee. Darin Monroe, Committee Chair**

No proposals were presented today. The committee is currently reviewing items that will be brought to the board in April, including Postseason roster limitations, non-collegial language, and language to denote the official start of the national tournament.

**MOTION** to approve by Rob Chaney **SECONDED** by Ron Riggle

**PASSES UNANIMOUSLY**

- d. Championship and Alignment Committee. Mike Saddler, Committee Chair**

The following sites were approved to host the respective NJCAA Championships listed:

**Division III Men's Soccer**

2027 – Genesee Community College – Batavia, NY

**Division III Women's Soccer**

2026 - Genesee Community College – Batavia, NY

**Division I Men's Golf**

2027 – Hardscrabble Country Club – Ft. Smith, AR

2028 – Sand Creek Station – Newton, KS

2029 – Hardscrabble Country Club – Ft. Smith, AR

2030 – Sand Creek Station – Newton, KS

**Division I Women's Golf**

2028 – Distinctly Fayetteville & Gates Four Golf & Country Club – Fayetteville, NC

**Men's Volleyball**

2026 – College of DuPage – Glen Ellyn, IL

2027 – Finger Lakes Community College – Canandaigua, NY

2028 – College of DuPage – Glen Ellyn, IL

2029 – Finger Lakes Community College – Canandaigua, NY

The committee is also working on Championship Pathways, including the format for piloting a new postseason model for Division I and II baseball and softball.

**MOTION** to approve by Kurt Kohler **SECONDED** by Thom McDonald

**PASSES UNANIMOUSLY**

**e. Membership Committee. Dr. Brett Monaghan**

Site visits will take place in the coming weeks to assess quality and help guide participating colleges in the right direction.

Chair Tucker will submit a proposal to establish this group as a standing committee, including the appointment of a chair and vice chair. This proposal will be brought forward for approval at the June meeting.

The committee will also review a proposal to adjust the current due date for the receipt of annual dues.

**MOTION** to approve by Kurt Kohler **SECONDED** by Ron Riggle

**PASSES UNANIMOUSLY**

**11. Action Items.**

**a. Item #5009 – Removal of Clay Target Shooting** - Melissa Grau, Rod Lovett, and Dr. Brett Monaghan [Supplement No. 10]

It was decided to no longer sponsor Clay Target shooting as an NJCAA Sanctioned Sport. Institutions may still offer the sport independently through other national organizations.

**MOTION** to approve by Rob Chaney; **SECONDED** by Kurt Kohler

**PASSES 31-0**

**b. Item #4003 - NJCAA Board of Regents Bylaw Proposal** - Troy Tucker and David Elder [Supplement No. 11]

The proposed changes expand and clarify proxy voting rules for the Board of Regents by allowing region leaders to serve as proxies, requiring PAC and At-Large members to designate annual proxies, and ensuring each Board Member has a unique proxy. The revisions also formalize procedures for proxy availability, prohibit Board Members from serving as proxies for one another, and outline how proxies are assigned when a seat is vacated.

**MOTION** to approve by Darrin Pannier; **SECONDED** by Rob Chaney

**PASSES 33-0**

**c. Item #4004 – Student Success Data Reporting** - Troy Tucker [Supplement No. 12]

The proposal requests suspending the bylaw requiring NJCAA members to submit aggregated student-athlete success data (derived from IPEDS) within five months of each academic year's end. The suspension would last for the duration of the Lumina Grant, with reevaluation at the grant's conclusion.

**MOTION** to approve by Michelle Silcox; **SECONDED** by Michelle Ivey

**PASSES 33-0**

**d. Item #4005 – Oversight and Vetting of Proposals** - Troy Tucker [Supplement No. 13]

The proposed change expands the bylaw so that any submissions related to student-athlete eligibility, sports governance, or championships and alignment are routed to their appropriate committees before reaching the Board of Regents. This ensures each proposal is thoroughly vetted by the committee best suited to review its subject matter.

**MOTION** to approve by Michelle Silcox; **SECONDED** by Michelle Ivey

**PASSES 31-2**

## 12. Discussion Items

- a. **Item #1001 – Hardship Appeal Fee** - Kristen Schuth - This discussion item is to discuss the possibility of refunding fees or partial fee if an appeal is granted.
- b. **Item #1002 – Coaches Association Representatives** - Kristen Schuth - This discussion item is to propose the creation of separate Coaches Association Presidents for scholarship and non-scholarship divisions.
- c. **Item #2002 – District Ball and Plaque Shipping Request Document** - Dr. Brett Monaghan - This discussion item is to consider changes to the process of requesting and shipping district balls and plaques.
- d. **Item #2003 – USCAH Partnership** - Jeff White, Dr. Brett Monaghan, Andrew Givens - This discussion item is to review the current relationship between the NJCAA and USCAH.

## 13. Executive Session.

**MOTION** to enter Executive Session was made by Troy Tucker and **SECONDED** by Michelle Silcox. The Board entered Executive Session at 2:21 p.m.

## 14. Closing Remarks, Next Meeting.

Pre-January Board Meeting Q&A session - Thursday, April 9 at 1:00 p.m. Eastern via Zoom

Board of Regents Meeting - Thursday, April 16th at 3:00 p.m. Central and Friday April 17<sup>th</sup> at 9:00am (In Person, NJCAA Convention)

## 15. Adjournment.

**MOTION** to adjournment by Troy Tucker, **SECONDED** by Kristen Schuth at 3:25PM

**PASSES UNANIMOUSLY**

## Suspension of NJCAA Membership

1. In the event the NJCAA Board of Regents (BOR) votes to suspend the membership of an NJCAA member, all suspensions take effect immediately and the Suspension Period shall be no less than 12 months. The BOR, in its sole discretion, may choose to suspend a member institution for a longer period of time.
  - a. During the Suspension Period, the institution is not eligible to receive point reductions for a “clean term”, as defined by the NJCAA Policies Manual. However, point reductions that occur as a result of the three-year clock shall apply.
  - b. For the duration of the Suspension Period, suspended institutions must honor all active Letters of Intent (LOI) issued prior to the suspension but active during the Suspension period.
2. Upon suspension, members must continue to pay dues, but immediately lose all rights and privileges associated with NJCAA membership. Those rights and privileges include, but are not limited to, the following benefits:
  - a. **Access to regular season** – Regular season competition will not count towards NJCAA stats or records, and opponents must treat the contest as though it was played against a non-NJCAA organization. The NJCAA cannot prevent an institution from competing in games, but the NJCAA will not recognize any competition as meaningful or legitimate. However, students that participate in any contests will use an NJCAA season of competition.
  - b. **Access to postseason competition** – All teams in all sports in existence at the time of the suspension or added during the period of suspension are banned from postseason competition. This means no team or individual can compete in regional, district, or national postseason competition in the NJCAA or any other association, conference, league, etc.
  - c. **National awards and recognition** – No coach, student-athlete, or team is eligible for any national awards or recognition. This includes, but is not limited to, recognition for athletic accomplishments and academic achievements.
  - d. **Service in national and regional roles** – No coach, administrator, student-athlete, or representative/employee of a suspended institution may serve on any national or regional boards or committees or in any leadership roles (e.g., region director roles of any type). If a position is held at the time of suspension, the individual holding the position must immediately resign.
  - e. **NJCAA stat solution and streaming program** – None of the institutions current or historical statistical information will appear on the NJCAA website, and they are not eligible to appear in games on the NJCAA Network or via any NJCAA broadcast.
  - f. **NJCAA Letter of Intent** – Suspended institutions lose access to the NJCAA Admin Portal and the ability to utilize the NJCAA Letter of Intent (LOI). Additionally, all student-athletes signed to an active LOI shall be immediately

released should they (the student) choose to do so, become immediately recruitable, and become immediately signable without use of a transfer waiver.

- g. **Use of NJCAA logo and wordmark** – The NJCAA shall revoke any previous approval to use NJCAA trademark protected content and shall deny all new requests for use during the period of suspension.
3. The BOR shall notify suspended institutions of their suspension via a Notice of Suspension of NJCAA Membership. At the time of suspension, the BOR shall determine the criteria for reinstatement and notify the suspended institution of the applicable criteria in the Notice of Suspension. The BOR shall determine the criteria for reinstatement on a case-by-case basis. Additionally, the BOR may, at its sole discretion, add additional sanctions, penalties, and requirements it deems necessary. This includes, but is not limited to, the following:
  - a. Training requirements for staff to ensure compliance with all requirements set forth throughout the NJCAA bylaws, policies, sports codes, NCAA sport rules, or any other form of NJCAA legislation.
  - b. Additional measures deemed necessary and appropriate to remedy safety concerns.
  - c. Additional measures deemed necessary and appropriate to address athletic department operations issues that engender a lack of compliance with NJCAA bylaws, policies, sports codes, NCAA sport rules, or any other form of NJCAA legislation.
4. Reinstatement of NJCAA membership following the Suspension Period is at the discretion of the NJCAA BOR or their designee. The reinstatement process shall be as follows:
  - a. All suspended institutions are subject to a reinstatement fee equal to the then current New Membership Procedure fee of the NJCAA. The suspended institution must pay the fee prior to requesting reinstatement, and the fee is neither waivable nor refundable.
    - i. This fee is required each time a suspended institution requests reinstatement. In the event a request for reinstatement is denied, the member institution must again pay a reinstatement fee equal the then current New Membership Procedure fee of the NJCAA upon their next request for reinstatement. This fee is neither waivable nor refundable.
      1. For example, if a suspended institution's first two requests for reinstatement are denied, but their request is approved upon their third request, they will have paid the reinstatement fee three times.
  - b. Suspended institutions may request reinstatement at any point during the Suspension Period. At a minimum, the suspended institution must submit to the Chairperson of the NJCAA BOR, or their designee, a Request for Reinstatement in a writing signed by the President of the institution as well as proof of payment of the New Membership Procedure fee.

- i. Suspended institutions must include with their Request for Reinstatement proof of compliance with or completion of all requirements and expectations set forth by the BOR in the Notice of Suspension of NJCAA Membership. Additionally, the suspended institution should include any additional information they believe illustrates their commitment to NJCAA membership, student-athletes, and athletic operations.
    - ii. This step is necessary each time a request for reinstatement is submitted regardless of the number of times previous requests have been denied.
  - c. The BOR or its designee shall review the Request for Reinstatement. The BOR or its designee shall schedule, as soon as practicable, a Reinstatement Meeting to review the Request for Reinstatement.
    - i. This Reinstatement Meeting may occur virtually or in person.
    - ii. The suspended institution must participate in the Reinstatement Meeting. They do have the right to present their Request for Reinstatement, should they choose to do so.
      - 1. During the Reinstatement Meeting, the suspended institution may only be represented by an employee of the college.
      - 2. Legal counsel may be present and may advise the suspended institution representative but may not present information directly to the BOR or their designee during the Reinstatement Meeting.
    - iii. The BOR or its designee has the right to ask questions of the suspended institution regardless of the suspended institution's decision to present information or not.
    - iv. All proceedings occurring during the Reinstatement Meeting may be audio and/or video recorded. If so, the recordings are not available to the suspended institution. Rather, they are made available to the BOR or their designee as they evaluate the Request for Reinstatement.
  - d. The BOR or their designee shall make a reinstatement determination within 30 calendar days of the completion of the Reinstatement Meeting.
    - i. If reinstatement is approved prior to the end of the Suspension Period:
      - 1. The dates of the Suspension Period do not change. No group or individual has the authority to shorten the Suspension Period.
      - 2. The approval is tentative upon completion of the Suspension Period. Further violations of NJCAA bylaws, policies, sports codes, NCAA sport rules, or any other form of NJCAA legislation or falling out of compliance with the requirements set forth in the Notice of Suspension of NJCAA Membership may, at the sole discretion of the BOR or their designee, result in revocation of the tentative approval. If this occurs, the suspended institution must again apply for reinstatement following the process contained herein.

- ii. If reinstatement is denied, the suspended institution must again seek reinstatement via the process contained herein.
- e. Upon reinstatement, all rights and privileges of NJCAA shall be immediately restored.

### **National Office Responsibilities**

- Draft and distribute a letter/email to all impacted student athletes. The communication should include, at a minimum, the following:
  - Notice to the student athletes that the institution's NJCAA membership has been suspended.
  - Student Athlete Rights
    - They have the right to immediate release from their LOI, should they choose to do so.
    - They can immediately transfer, no transfer waiver required.
    - If competition has started, they will not be charged a season of competition.
      - In these instances, it is likely they are not eligible to participate at another NJCAA member institution.
    - If competition has not started and if the student meets all other NJCAA requirements, they are eligible to participate.
- Preparation to process student athlete releases on the back end so no member is required to do so.
  - This is necessary to ensure the LOI search results are reliable.

Form Name: 2026 Call for Nominations  
Submission Time: March 1, 2026 5:53 pm  
Browser: Chrome 145.0.0.0 / OS X  
IP Address: 108.29.191.198  
Unique ID: 1437191978  
Location: 40.6117, -74.0851

## 2026 NJCAA Board of Regents Call for Nominations

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Select the position to which this nomination applies. Chair

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### Nominee Information

<b>Nominee Name</b>	Troy Tucker
<b>Nominee Email</b>	tltucker@northampton.edu
<b>Nominee Title/Position</b>	BOR Chair/Northampton AD/R19 Executive Director
<b>Nominee Member College/Organization</b>	Northampton Community College
<b>Nominee Region</b>	19

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### Nominator Information

<b>Nominator Name</b>	Kerri Ann McTiernan
<b>Nominator Email</b>	kerriann.mctiernan@ncc.edu
<b>Nominator Title/Position</b>	BOR Vice Chair/Nassau CC AD/R15 Executive Director
<b>Nominator Member College/Organization</b>	Nassau Community College
<b>Nominator Region</b>	15
<b>Is the nominee aware that you are submitting them for nomination?</b>	No

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# TROY L. TUCKER

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tltucker@northampton.edu

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## COLLEGIATE ADMINISTRATIVE EXPERIENCE

### Chairman

#### NJCAA Board of Regents

*Charlotte, NC (August 2023 – present)*

- Provide leadership to a Board consisting of 37-39 members
- Represent the NJCAA at various meetings, national tournaments and speaking engagements
- Preside over all Board meetings
- Approve appointments of individuals to serve on all NJCAA standing and special committees
- Review performance of NJCAA President/CEO

### Executive Director

#### NJCAA Region 19

*Moore Township, PA (August 2018 – present)*

- Oversee the operations of Region 19, which consists of 26-member institutions
- Responsible for the oversight and upkeep of the Region website; [www.Region19.org](http://www.Region19.org)
- Develop RFP's and execute contracts on behalf of the Region
- Maintain, update and enforce Region bylaws and sport codes
- Organize and oversee all Region meetings

### Executive Director of Athletics

#### Northampton Community College (NJCAA Division III)

*Bethlehem, PA (June 2008 – present)*

- Responsible for the day-to-day operation and long-range planning for the athletic program
- Spearheaded the development of Northampton's stand-alone athletic website; [www.nccspartans.com](http://www.nccspartans.com) and the branding initiatives for an athletic wordmark, logos and mascot.
- Oversee all athletic facilities operations on the Bethlehem and Pocono campuses.
- Developed a comprehensive policy and procedure manual for the athletic department.
- Brokered a 10-year partnership with St. Luke's Sports Medicine with a value over \$1.5 million dollars.
- Created the Northampton Sports Network
- Initiated a Student-Athlete Advisory Committee (SAAC) and an Athletic Advisory Council, comprised of faculty and staff, to provide avenues for feedback and discussion regarding the athletic program and its role and perception on campus.
- Responsible for the renovation of several athletic facilities, including; a new softball complex, men's and women's basketball team rooms, a soccer game and practice facility, a strength & conditioning center, an academic center, Heritage Hall and baseball complex upgrades.
- Initiated an Athletic Director's Honor Roll to recognize those student-athletes that excel in the classroom, which includes a celebratory breakfast with faculty, staff and administrators.
- Launched a community service program called "Spartans in the Community" to educate student-athletes on the importance of giving back to the community, which has resulted in the athletic program capturing ten (10) Region 19 *Champions of Character Awards*.

## **Associate Director of Athletics – Internal Operations / Administration**

### **University of Maryland (NCAA Division I)**

*College Park, MD (August 2004 – June 2008)*

- Assisted in the day-to-day operation of a NCAA Division I-A, 27-sport athletic program, including the leadership of several large projects and initiatives, such as the “Cram Comcast” event which drew a then ACC record 17,243 fans to watch the Maryland women take on Duke.
- Direct supervision of seven sports; men’s lacrosse (*2006 NCAA Final Four*), field hockey (*2005 & 2006 NCAA Champions*), women’s soccer, men’s swimming & diving, women’s swimming & diving (*2005 ACC Champions*), women’s golf and men’s golf.
- Served as the direct report and personnel evaluator for two Associate Athletic Directors, five Head Coaches and three administrative assistants.
- Supervised the Facilities and Operations Unit, including all football and lacrosse game operations within Maryland Stadium (capacity 52,000) and basketball game management at Xfinity Center (capacity 17,950).
- Involved with all components of fundraising for construction of a golf short-game practice area, in addition to serving on the Maryland Stadium suite sales committee.
- Responsible for all athletic summer camp planning and operations. Developed the first comprehensive athletic summer camp policy manual at Maryland.
- Assisted with overall departmental planning and vision along with individual team strategic planning.
- Athletic Department liaison to Office of Student Conduct
- Supervised the Media Relations Unit, which included all promotion of Maryland athletics in print and on the internet. Member of the design team for the re-launch of umterps.com in August 2006.

## **Associate Dean of Academic Affairs**

### **Herkimer County Community College (NJCAA Division III)**

*Herkimer, NY (December 2003 – August 2004)*

- Promoted to Associate Dean of Academic Affairs, given additional responsibilities for overseeing three additional academic curriculums; Sports & Recreation Management, Physical Therapy Assistant, and Emergency Management Technician (EMT).

## **Director of Athletics, Physical Education and Recreation**

### **Herkimer County Community College (NJCAA Division III)**

*Herkimer, NY (June 1999 – August 2004)*

- Oversaw the operation of a 21-sport nationally recognized athletic program that captured five national titles and placed 5<sup>th</sup> in the inaugural Pepsi Cup recognizing the best Junior College athletic programs in the country.
- Supervised a staff of 43 full and part-time employees
- Initiated a comprehensive facility master plan which resulted in the construction of Wehrum Stadium (a synthetic turf, lighted facility with concession stand, ticket booth, locker rooms, press box, media suite, and other aesthetic upgrades), two new soccer/lacrosse practice fields, a complete renovation of the main gymnasium, a new athletic training complex, locker room improvements, updated baseball and softball complexes and a strength and conditioning center.
- Oversaw all operations of the Fitness Center, intramurals and recreation.

## **Director of Athletics**

### **D’Youville College (NCAA Division III)**

*Buffalo, NY (August 1996 – June 1999)*

- Administered all aspects of the athletic, recreation and intramural programs.
- Spearheaded college’s move to NCAA Division III status.
- Guided athletic program expansion from three to nine varsity sports.
- Initiated an athletic facility renovation, including a \$100,000 fitness center.

## **Director of Athletics and Intramurals**

### **Jamestown Community College (NJCAA Division II)**

*Olean, NY (May 1995 – August 1996)*

- Founded the school's intercollegiate athletic program
- Responsible for all aspects of NJCAA Division II athletic program

## **Assistant Director of Athletics / Director of Student Activities**

### **Jamestown Community College (NJCAA Division II)**

*Olean, NY (October 1992 – May 1995)*

- Oversaw athletic operations on Olean campus during multi-campus joint athletic program.

## **COLLEGIATE HEAD COACHING EXPERIENCE**

### **Head Coach, Men's Basketball**

**Herkimer County Community College**, Herkimer, NY (June 1999 – March 2003)

*Mountain Valley Conference Coach of the Year 2001*

**D'Youville College**, Buffalo, NY (August 1996 – June 1999)

**Jamestown Community College**, Olean, NY (September 1995 – August 1996)

### **Head Coach, Women's Softball (NCAA Division III)**

**D'Youville College**, Buffalo, NY (June 1997 – June 1999)

*Conference Coach of the Year, 1998 & 1999*

## **RELEVANT EXPERIENCE**

- Member, NCAA 2-year Relations Committee (August 2022 to July 2023)
- Chair, NJCAA Eligibility Committee (August 2020 – July 2023)
- National Tournament Director, and host - NJCAA Women's Basketball National Championship (March 2019)
- Member, NJCAA Board of Regents (August 2018 – present)
- Member, NJCAA Men's Division III Basketball Committee (August 2018 – August 2019)
- National Tournament Director, and host - NJCAA Women's Basketball National Championship (March 2015)
- President, Eastern Pennsylvania Athletic Conference (March 2012 – February 2016)
- Chair, Region 19 Baseball Committee (February 2012 – August 2018)
- Member, Advisory Board - *College Athletics and the Law* (March 2011 - present)
- Member, Editorial Board - *Athletic Management Magazine* (January 2011 – present)
- Chair, Region 19 Website Committee (October 2010 – present)
- Member, NJCAA Region 19 Executive Committee (May 2010 – present)
- Chair, Via All-Star Basketball Classic (March 2010 - April 2013)
- Board of Directors, VIA of the Lehigh Valley (August 2009 – July 2012)
- Member, Northampton Community College Foundation Committee (August 2009 – July 2012)
- Chair, Region 19 Softball Committee (May 2009 – June 2011)
- Associate Chair, Region 19 Men's Basketball Committee (May 2009 – August 2018)
- Associate Chair, Region 19 Standards & Ethics Committee (May 2009 – August 2018)
- Executive Committee, National Alliance Two Year College Athletic Administrators (June 2008 – present)
- Member, VIA All-Star Basketball Classic Committee (June 2008 – present)
- Vice-Chair, Atlantic Coast Conference Swimming & Diving Committee (August 2005–June 2007)
- Member, Atlantic Coast Conference Bylaw/Constitution Committee (August 2005–June 2007)
- Site Representative, NCAA Division I Women's Soccer Tournament (November 2005)
- NCAA Women's Basketball Tournament Committee, 1<sup>st</sup> and 2<sup>nd</sup> Rounds (March 2005)
- President of Region 3 Basketball Coaches Association, (March 2002 – July 2004)
- National Tournament Director, and host - NJCAA Men's Soccer National Championship (November 2000)
- Chair, Region 3 Championship Events Committee (September 2000 – July 2004)
- Chair, Region 3 Men's Soccer Committee (September 1999 – July 2004)
- Chair, Region 3 Men's Lacrosse Committee (September 1999 – February 2004)
- Founder/Commissioner, Independent Small College Athletic Conference (Dec. 1996 - June 1999)

## **AWARDS/HONORS**

- Cushman & Wakefield Athletic Director of the Year (JUCO) - 2023
- NJCAA George E. Killian Award of Excellence - 2023
- D'Youville University Hall of Fame Inductee – 2023
- NATYCAA L. William Miller Award – 2022
- Under Armour Athletic Director of the Year (JUCO) - 2020
- Region 19 Augie Eosso Award – 2020
- NJCAA Loyalty Award – 2019
- Allegany County (NY) Athletic Hall of Fame Inductee – 2018
- Northampton Richardson Award of Excellence - 2016
- Region 19 Augie Eosso Award - 2016
- Under Armour Athletic Director of the Year (JUCO) - 2017
- Under Armour Athletic Director of the Year (JUCO) - 2013
- National Small College Athletic Association Athletic Director of the Year - 1998

## **EDUCATION**

**The Academy for Leadership Training and Development**, Mesa, AZ  
Certificate of Leadership and Development, February 2003

**Springfield College**, Springfield, MA  
Master of Education, August 1992  
Concentration: Sport Management

**State University of New York at Geneseo**, Geneseo, NY  
Bachelor of Science, Jones School of Business, May 1991  
Major: Management Science      Minor: Marketing



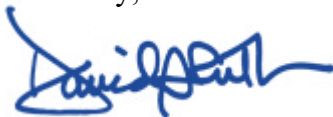
March 2, 2026

NJCAA Board of Regents  
8801 JM Keynes Drive, Suite 450  
Charlotte, NC 28262

Dear Board of Regents Members,

Please accept this letter of support for Mr. Troy Tucker to run for the NJCAA Board Chair position, which will be voted on in April at the annual convention. Mr. Tucker has served as Chair of the Board since 2023, and Northampton Community College supports him in this endeavor and his desire to run for a second three-year term. The College understands the time commitment and workload that would be required of Mr. Tucker if he were to be re-elected to this position.

Sincerely,



Dr. David A. Ruth, Ph.D.  
President

Form Name: 2026 Call for Nominations  
Submission Time: March 2, 2026 2:36 pm  
Browser: Chrome 143.0.0.0 / Windows  
IP Address: 148.77.67.10  
Unique ID: 1437488552  
Location: 41.1684, -73.8498

## 2026 NJCAA Board of Regents Call for Nominations

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Select the position to which this nomination applies. Vice Chair

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### Nominee Information

<b>Nominee Name</b>	KerriAnn McTiernan
<b>Nominee Email</b>	kerriann.mctiernan@ncc.edu
<b>Nominee Title/Position</b>	Director of Athletics
<b>Nominee Member College/Organization</b>	Nassau Community College
<b>Nominee Region</b>	15

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### Nominator Information

<b>Nominator Name</b>	Mike Belfiore
<b>Nominator Email</b>	michael.belfiore@sunywcc.edu
<b>Nominator Title/Position</b>	Director of Athletics
<b>Nominator Member College/Organization</b>	Westchester Community College
<b>Nominator Region</b>	15
<b>Is the nominee aware that you are submitting them for nomination?</b>	Yes

---

# KERRI-ANN McTIERNAN

New York City, NY  
917.993.2692 | kerriannmct@gmail.com

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## NATIONAL SPORTS EXECUTIVE | COLLEGIATE ATHLETICS GOVERNANCE LEADER | ASSOCIATION & INSTITUTIONAL STRATEGIST

Transformational athletics executive with 25+ years of leadership experience advancing intercollegiate athletics, shaping national governance, and building high-performing programs aligned with institutional priorities.

Elected Vice Chair of the Executive Board of the National Junior College Athletic Association (NJCAA), responsible for guiding governance, policy, and strategic direction for 500+ member institutions and nearly 70,000 student-athletes nationwide.

Recognized for strengthening institutional visibility, expanding revenue and enrollment pipelines, and developing championship-level programs grounded in academic success and inclusive leadership.

Trailblazing leader- first woman in USA to serve as head coach of a collegiate men's basketball program.

Recipient of the NJCAA Award for Excellence and NJCAA Leadership & Service Award.

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## EXECUTIVE CAREER IMPACT

### National Governance Leadership

Vice Chair of NJCAA Executive Board guiding governance and strategy for 500+ colleges and 70,000 student-athletes.

### Championship Program Leadership & Development

Direct program producing 9 NJCAA National Championships, 170 NJCAA All-American student-athletes; pioneering emerging sports positioning the institution as a regional leader.

### Revenue Growth & Partnership Expansion

Delivered 400% donor growth, launched scholarship endowment, and secured \$350K+ annually through strategic partnerships.

### Operational & Organizational Transformation

Optimized departmental performance, enhanced retention, and elevated student-athlete development and support systems.

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## STRATEGIC LEADERSHIP PORTFOLIO

### Enrollment & Institutional Growth

Leveraged athletics recruiting strategy and regional partnerships to support enrollment growth and institutional visibility.

### Revenue Generation & Advancement

Developed donor engagement initiatives, producing 400% growth in philanthropic support, and established scholarship endowment funding.

### Brand & Market Positioning

Directed athletics brand development and digital engagement strategy, expanding recruitment reach and institutional reputation.

## NATIONAL LEADERSHIP & GOVERNANCE INFLUENCE

### National Governance Executive Leadership

Vice Chair of the NJCAA Executive Board guiding governance, strategy, and policy across the 500+ member nationwide Association.

### Association-Wide Policy Development

Lead initiatives shaping governance structures, compliance frameworks, and long-term strategy for member institutions.

### National Appeals Oversight

Chair, NJCAA Appeals Committee, overseeing national governance and compliance adjudication.

### Regional Governance Leadership

Executive Director of NJCAA Region XV, directing governance and policy alignment for 17 member institutions across New York.

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## PROFESSIONAL EXPERIENCE

### NASSAU COMMUNITY COLLEGE (SUNY) Garden City, NY

#### Assistant Vice President, Athletics | 2024 – Present

Senior institutional leader/cabinet member aligning athletics strategy with institutional enrollment growth, student success, and organizational priorities.

#### Leadership Impact

- Provide executive leadership for strategic planning, operational oversight, and policy development.
- Align athletics recruitment strategy with institutional enrollment and retention objectives.
- Direct operational and financial planning supporting institutional performance outcomes.

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#### Director of Athletics | 2016 – 2024

Chief athletics executive responsible for strategic leadership of a nationally competitive athletics program serving 450+ student-athletes and 70+ coaches and staff.

#### Leadership Impact

- Leader of nationally prominent program with 9 National Championships and 170 All-Americans.
- Achieved 400% growth in athletics donor giving and established scholarship endowment funding.
- Led athletics brand transformation, expanding recruitment reach and institutional visibility.
- Introduced emerging sports programs, strengthening regional market leadership.
- Built partnerships generating \$350K+ annually in enrollment and program support.

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## EARLY EXECUTIVE LEADERSHIP

### Fashion Institute of Technology (SUNY) | Director of Athletics & Recreation | 2001 – 2016

- Increased national championship qualifications 70%| Led 12 teams to Top 10 national finishes
- Kingsborough Community College (CUNY)| Director of Athletics & Head Coach | 1993 – 2000**
- First woman in the United States to coach a collegiate men's basketball program
- Rebuilt program from 3 wins to CUNY Champions

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## EDUCATION

Doctor of Education (Ed.D.), Higher Education Leadership, ABD| St. John's University

Master of Public Administration (MPA) | Long Island University

Bachelor of Arts — Public Health Medicine | Johns Hopkins University



MARIA P. CONZATTI, Ed.D.  
Chief Administrative Officer

One Education Drive  
Garden City, NY 11530-6793

Tel 516-572-7205  
Maria.Conzatti@ncc.edu

[www.ncc.edu](http://www.ncc.edu)

February 20, 2026

Dear NJCAA Board of Regents Members:

I am pleased to write in strong support of Kerri-Ann McTiernan for the position of Vice Chair of the NJCAA Board of Regents.

Kerri has exemplified exceptional leadership in her role as Assistant Vice President of Athletics at Nassau Community College (NCC), and I am confident she will continue to bring the same level of dedication, enthusiasm, and expertise to her service as an Officer of the NJCAA Board of Regents. Having worked with her for the past decade, I have witnessed the meaningful impact she has had on NCC's growth and success. She has effectively overseen staff, driven important initiatives forward, and provided invaluable guidance to student-athletes in both their academic and career development. Her professionalism, reliability, and tireless work ethic consistently set her apart as a respected administrator and mentor.

Widely regarded as a knowledgeable and accomplished leader, Kerri brings a wealth of experience and a proven history of achievement. Since the formation of the NJCAA Board of Regents in 2018, she has been one of six individuals elected to serve as an Executive Officer. In that role, she has helped shape the organization's mission, financial stewardship, and long-term strategy for more than 500 member institutions supporting nearly 70,000 student-athletes. What distinguishes her most is the sincerity and intentionality she brings to every aspect of her work.

I understand that Officer elections will be held during the April Board of Regents meeting. Over the course of more than 25 years serving as an NJCAA and Region XV Officer and leader, Kerri has demonstrated consistent effectiveness, collaboration, and commitment to the Association's mission. She values her professional relationships and remains deeply dedicated to advancing the work of the NJCAA. As the current Vice Chair of the NJCAA Board of Regents, she has already shown strong leadership in this capacity, and I am confident that her continued service will further strengthen the organization and position it for ongoing success.

I fully endorse Kerri-Ann McTiernan for NJCAA Board of Regents Vice Chair.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Maria P. Conzatti', is written over a light blue horizontal line.

Maria P. Conzatti, Ed.D.  
Chief Administrative Officer

/kl

Form Name: 2026 Call for Nominations  
Submission Time: February 25, 2026 3:59 pm  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 50.235.221.26  
Unique ID: 1435858739  
Location: 42.205, -72.6276

## 2026 NJCAA Board of Regents Call for Nominations

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### Nominee Information

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<b>Nominee Name</b>	Dale Vos
<b>Nominee Email</b>	region12.njcaa@gmail.com
<b>Nominee Title/Position</b>	BOR Treasurer
<b>Nominee Member College/Organization</b>	Region 12 Commissioner
<b>Nominee Region</b>	12

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### Nominator Information

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<b>Nominator Name</b>	Thomas Stewart
<b>Nominator Email</b>	tstewart@hcc.edu
<b>Nominator Title/Position</b>	Director of Athletics
<b>Nominator Member College/Organization</b>	Holyoke CC
<b>Nominator Region</b>	21

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<b>Is the nominee aware that you are submitting them for nomination?</b>	Yes
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# Dale R. Vos

Port Huron, MI  
[Region12.njcaa@gmail.com](mailto:Region12.njcaa@gmail.com)

## Candidate for NJCAA Board of Regents – Treasurer

### Executive Profile

Experienced NJCAA executive and long-serving governance leader with decades of institutional, regional, and national service. Currently serves as Commissioner of NJCAA Region XII and Treasurer of the NJCAA Board of Regents. Brings a proven record of fiscal stewardship, compliance oversight, and ethical governance in support of student-athletes, member institutions, and the long-term stability of the Association.

### Professional Experience

#### Commissioner, NJCAA Region XII

##### 2020 – Present

- Provide executive oversight for NJCAA Region XII operations in alignment with national governance standards
- Ensure consistent interpretation and application of NJCAA rules, eligibility requirements, and compliance expectations
- Serve as primary liaison between member institutions, regional leadership, and the NJCAA national office
- Lead regional meetings, governance deliberations, and administrative coordination
- Support athletic directors and institutional leaders in resolving policy, compliance, and operational matters
- Represent Region XII interests within national NJCAA initiatives and collaborative efforts

#### Director of Athletics, St. Clair County Community College

##### 32 years

- Provided executive leadership for intercollegiate athletics at the institutional level
- Oversaw athletics operations in accordance with conference and NJCAA standards
- Collaborated with college administration on policy development, compliance, and student-athlete success
- Built campus-level administrative expertise foundational to regional and national governance service
- Expanded athletic offerings from 5 sports in 1993 to 20 sports by 2025

### NJCAA Leadership & Governance Service

- Member, NJCAA Board of Directors – 1998–2018
- Member, NJCAA Board of Regents – 2018–Present
- **Treasurer, NJCAA Board of Regents – 2018–Present**
- Chair, NJCAA Division II Men's Golf – 2000–2022
- Chair, NJCAA Division II Men's Basketball – 2025–Present

# Dale R. Vos

## Governance & Treasurer-Aligned Strengths

- Fiduciary oversight and financial stewardship
- Long-term governance continuity and institutional knowledge
- Policy compliance and risk awareness
- National, regional, and divisional leadership perspective
- Strategic decision-making support
- Ethical leadership and transparency

## Professional Affiliations

- National Junior College Athletic Association (NJCAA)
- NJCAA Region XII
- Michigan Community College Athletic Association (MCCAA)

## Board-Level Perspective

- Brings nearly three decades of NJCAA governance experience across multiple leadership levels
- Demonstrates sustained trust through long-term Board and Chair appointments
- Combines operational athletics leadership with national fiduciary responsibility
- Well positioned to support the financial oversight, transparency, and stability required of the Treasurer role

To the NJCAA Nominating Committee and Board of Regents,

As the NJCAA Region 12 Men's Director and Women's Director, we are honored to write this letter on behalf of our region to express our unwavering support for Dale Vos in his candidacy for NJCAA Treasurer.

And since we have the opportunity, we would also like to add why we believe he should serve in the role. While his resume speaks to his qualifications, it is the depth of his experience and his steady hand through decades of change that truly define his value to this association.

With 27 years of dedicated service to the NJCAA, he has seen our association through its most transformative eras. This isn't just about longevity, it's about the perspective that comes from nearly three decades of commitment to student-athletes and the membership.

Since taking on the role of Treasurer in 2018, Dale has proven to be a transparent and meticulous steward of our resources. Currently, he is navigating the dues proposal for the next three years. This is a critical task that requires a leader who can balance the fiscal health of the National Office with the practical realities of our member colleges. Dale's ability to communicate these complexities to the membership is a testament to the trust he has earned across our Region and the NJCAA.

It is for these reasons, we fully support Dale Vos' candidacy for NJCAA Treasurer.

Sincerely,

Scott Barlow & Al Perry

Women's & Men's Directors

NJCAA Region 12

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Al Perry

Acting Assistant Vice President

Student Success Services

Mott Community College

Form Name: 2026 Call for Nominations  
Submission Time: March 6, 2026 2:53 pm  
Browser: Chrome 130.0.0.0 / Windows  
IP Address: 50.59.148.2  
Unique ID: 1439011954  
Location: 43.2264, -78.0267

## 2026 NJCAA Board of Regents Call for Nominations

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Select the position to which this nomination applies. Secretary

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### Nominee Information

<b>Nominee Name</b>	Kristen Schuth
<b>Nominee Email</b>	Keschuth@genesee.edu
<b>Nominee Title/Position</b>	AVP of Student Engagement and Inclusion/Director of Athletics
<b>Nominee Member College/Organization</b>	Genesee Community College
<b>Nominee Region</b>	3

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### Nominator Information

<b>Nominator Name</b>	Kristen Schuth
<b>Nominator Email</b>	Keschuth@genesee.edu
<b>Nominator Title/Position</b>	AVP of Student Engagement and Inclusion/Director of Athletics
<b>Nominator Member College/Organization</b>	Genesee Community College
<b>Nominator Region</b>	3

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**Is the nominee aware that you are submitting them for nomination?** Yes

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**Nominee resume.** <https://www.formstack.com/admin/download/file/19245584472>

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**Letter of recommendation from nominee's institution president (or region Board chair, if conference commissioner).** <https://www.formstack.com/admin/download/file/19245584473>

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**PROFESSIONAL SUMMARY**

Athletic and Student Affairs professional with over 18 years of experience in community college leadership. Skilled in athletic administration, student-athlete development, and strategic enrollment initiatives. Committed to fostering inclusive, student-centered programs that promote academic and athletic success.

**EDUCATION**

<b>Masters of Science</b> - Sport Management Studies/Intercollegiate Athletic Administration California University of Pennsylvania, California, PA	2007
<b>Bachelors of Science</b> – Business Administration The College at Brockport, Brockport, NY	2004

**AREAS OF EXPERTISE****Financial Management**

- College Budget Preparation
- Association Budget Preparation
- Foundation Budget Preparation
- Manage/Process Billing
- Oversight of Purchasing
- Equipment/Apparel Contracts
- Transportation Contracts
- Preparation of Bid Contracts
- Scholarship Oversight
- Grant Oversight

**Staff and Personnel Administration**

- Manage over 45 employees
- Performance Assessments-360 Reviews
- Staff Trainings-Title IX and Child Protection
- Driving Certifications
- Organizational Safety Protocols
- Manage all work study and hourly positions
- Handle hiring for vacant positions in Athletics, College Village, and Student Engagement and Inclusion
- Training of all staff

**Committee Service**

- Behavior Intervention Team
- Middle States Review Board Steering Committee
- Student Conduct Board
- Advisement and Registration Team
- Red Zone/Green Dot/Bystander Team
- Title IX/Sexual Assault Team
- Child Protection – University Official
- Commencement Co-Chair
- International Student Committee
- GCCA Committee Member – Ex-Officio
- SUNY Athletic Directors Committee

**Compliance Management**

- NJCAA Handbook Compliance
- Region III Handbook Compliance
- MSAC Handbook Compliance
- NCAA/NAIA Compliance for Transfer
- NCAA Eligibility Clearinghouse
- Completed multiple NJCAA Audits
- Designated School Official for International Eligibility

**PROFESSIONAL EXPERIENCE**

<b>Assistant Vice President of Student Engagement and Inclusion/Director of Athletics</b> Genesee Community College	2013-Present
<b>Administrator in Charge of the Enrollment Services Division</b> Genesee Community College	2023-2024
<b>Assistant Director of Athletics</b> Finger Lakes Community College	2010-2013

**Women's Head Softball Coach/Sports Information Director/Athletic Academic Advisor**

Genesee Community College

2004-2010

**CURRENT RESPONSIBILITIES**

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- Provide executive leadership for the Athletics Department, overseeing 10 multi-divisional intercollegiate athletic programs and over 200 student-athletes
- Direct strategic planning, operations, and performance management across three key areas: Athletics, Student Engagement and Inclusion, and College Village – Residence Life
- Manage five complex budgets: College, Association, Foundation, Scholarships, and Work Study
- Lead campus-wide events and initiatives including Orientation, Graduation, Student Engagement, and Inclusion programming
- Developed and implemented a comprehensive student-athlete academic monitoring program resulting in a four-year upward trend in overall athletic GPAs
  - Athletic Department's GPA, retention, and graduation rates exceed those of the general student population
- Created and executed a recruitment and retention strategy focused on student success and degree completion
- Collaborate with coaches and campus community to promote inclusive recruiting practices; current rosters include athletes from over 15 countries
- Established and maintain athletic orientation and community service programs to support holistic student-athlete development
- Oversaw and supported the athletic program as Genesee secured two of its three national championships
- Successfully hosted numerous regional and national tournaments:
  - *Regional Tournaments:* Softball (2015, 2016), Soccer (2017, 2022, 2023, 2024, 2025), Basketball (2022)
  - *National Tournaments:* Lacrosse (2019), Soccer (2022, 2023, 2025)
- Maintain an all-encompassing Athletic Manual covering procedures, budgeting, compliance, recruitment, and game day operations
- Implement and oversee athletic websites; manage content related to recruitment, social media content, statistics, promotions, and press releases
- Supervise the use of Maxient Software for student-athlete conduct and discipline
- Coordinate with campus partners to deliver an inclusive co-curricular experience that integrates athletics with student success
- Oversee major institutional events including commencement, orientation, and annual banquets
- Serve as Chair of the Foundation Scholarship Committee and the International Housing Scholarship Committee
- Lead goal-setting and assessment for high-impact departments across the institution
- Proficient in enterprise systems and tools including Banner, Datatel, Argos Reporting, and Microsoft 365

**LEADERSHIP AND PROFESSIONAL SERVICE**

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- Currently serving as the NJCAA Region III Board of Regents representative and Women's Regional Director
- Currently serving as Secretary of the NJCAA Board of Regents
- Currently serving as NJCAA Women's Softball Chair, Vice Chair of the Women's Soccer Committee, and a member of the NJCAA Eligibility Committee
- Member of the NATYCAA Executive Board
- Currently serving as NATYCAA 3rd Vice President

- Member of the NACDA Executive Board
- Formerly served as Chair of the NJCAA Division III Oversight Committee and as a member of the Governance Restructure Committee and Appeals Committee
- Former Region III Chair for Lacrosse, Softball, and Soccer
- Formerly elected President of the Western New York Athletic Conference and served as Chair for Soccer, Volleyball, Basketball, and Baseball

### PROFESSIONAL AFFILIATIONS

National Alliance of Two-Year College Athletic Administrators (NATYCAA)	2013-Present
National Association of Collegiate Directors of Athletics (NACDA)	2013-Present
Women Leaders in Sport (WLIS)	2011-2022

### PROFESSIONAL DEVELOPMENT

NACDA/NATYCAA Annual Conference	2013-2025
NATYCAA Panelist – “Small Budgets, Big Impact – Innovative Solutions”	2025
NJCAA Convention Attendee	2019-2025
BOSCA Small College Training	2023
NATYCAA Athlete of the Year Moderator	2023, 2024
NATYCAA Presenter – Putting the “Fun” Back into Athletics	2022
NJCAA New Athletic Director Orientation – Presenter	2022
Published in the NACDA magazine	2021, 2022
Title IX Training at Binghamton, Hilbert and Monroe Community College	2017
NJCAA Eligibility Trainings	2013, 2016, 2019
Inside Out Coaching Seminar	2015
WNY Consortium of Higher Education Women’s Leadership Institute	2015
NACWAA Institute for Administrative Advancement	2014

### AWARDS AND HONORS

Genesee Community College Presidents Award Recipient	2018, 2025
NACDA Athletic Director of the Year	2020, 2024
George E. Killian Award – NJCAA	2023
Region III Athletic Director of the Year	2015, 2020
WNYAC Women’s Softball Coach of the Year	2010
SUNY Brockport Hall of Fame Inductee	2009
Chase Tournament Hall of Fame Inductee	2008
Hilton High School Hall of Fame Inductee	2004

**Office of the President**

February 24, 2026

One College Road  
Batavia, NY 14020-9704  
Phone: (585) 345-6812  
Fax: (585) 343-4541  
[www.genesee.edu](http://www.genesee.edu)

Dear NJCAA Nomination Committee,

I am pleased to offer my full recommendation of Kristen Schuth for a second term as Secretary of the NJCAA Board of Regents. Kristen has been an invaluable contributor to Region 3, to Genesee Community College, and to the national work of the NJCAA, and I am proud to support her candidacy.

In her current term as Secretary, Kristen has demonstrated exceptional professionalism, reliability, and organizational excellence. She approaches the responsibilities of the role with a deep understanding of NJCAA governance, a commitment to transparency and accuracy, and a genuine respect for the collaborative work of the Board. Her attention to detail, preparedness, and stewardship of Board documentation have strengthened the consistency and clarity of Board operations.

Kristen's leadership within Region 3 further reinforces why she is such a strong asset to the national structure. She is a trusted voice among colleagues, a steady presence during complex discussions, and an advocate for the student-athlete experience. She consistently balances institutional, regional, and national perspectives with fairness and integrity - qualities essential to the success of any Board officer.

Within our institution, Kristen is a respected member of the leadership team and is known for her dedication, sound judgment, and ability to work effectively across diverse groups and priorities. She brings these same strengths to her NJCAA service, where her professionalism and collaborative mindset have made her a valued member of the Board of Regents.

Kristen has my full support for reappointment as Secretary. Her continued service will benefit the Board, the Association, and the student-athletes we collectively serve. Please feel free to contact me if additional information would be helpful.

Sincerely,



Craig R. Lamb, Ph.D.  
President



National Junior College Athletic Association  
 Board of Regents Personnel Report – April 2026 Meeting  
 Report as of March 17, 2026

**Full Time Employees Leaving NJCAA**

<b>Name</b>	<b>Hire Date</b>	<b>Sep. Date</b>	<b>Position</b>	<b>Reason</b>
Chris Haley	11/27/2023	2/1/2026	Sr. Director- Partnerships & Development	Res

**New Employees**

<b>Name</b>	<b>Hire Date</b>	<b>Sep. Date</b>	<b>Position</b>	<b>Reason</b>
Janell Lewis Ford	3/30/2026		Director of Marketing & Multimedia	R/NP

**Reason**

- R-Replacement            T-Termination
- P-Promotion              LA-Leave of Absence
- NP- New Position        Res-Resignation
- RIF-Reduction in ForceRet-Retirement

**New Employee Summary**

Janell Ford is joining the NJCAA National Office as the Director of Marketing & Multimedia, bringing over 15 years of public relations and marketing experience to the team. Most recently, she served as the Executive Director of Communications & Marketing for the City of Killeen (TX) where she served as the official City spokesperson and strategic communications advisor to the City’s leadership, while also leading the city’s marketing efforts with various stakeholders and across all multimedia outlets. She oversaw all the multimedia operations, including all social media content, production, broadcast and streaming.

She has also served as an Assistant News Director for WTVM/WXTX News Leader 9 out of Columbus, GA where the station saw increases in ratings across various demographics and multiple daily news segments. Prior to that, she was the Producer/Weekend Manager for NBC San Diego News where she led all weekend operations and produced the 6 p.m. newscast in a Top 30 market, as well as the Emmy Award-winning early morning segment.

The Director of Marketing & Multimedia position will provide strategic leadership, vision and operational oversight for all NJCAA marketing, communications, branding, digital media, and multimedia initiatives, setting an association-wide strategy across all delivery platforms to build the visibility and affinity for the NJCAA. This position replaces the Senior Director of Partnerships & Development and is budget neutral. Mr. Chris Haley has joined the VanWagner team still working the NJCAA, continuing to build partner and sponsor relationships that benefit the entire NJCAA, alongside the National Office team.



**National Junior College Athletic Association**  
**NJCAA FY26 Budget v Actuals**  
**August 2025 - January 2026**

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
<b>4000 Membership Income</b>				
4085 Membership Dues	2,565,000.00	2,575,000.00	-10,000.00	99.61%
4095 New Membership Applications	30,000.00	10,000.00	20,000.00	300.00%
<b>Total 4000 Membership Income</b>	<b>\$ 2,595,000.00</b>	<b>\$ 2,585,000.00</b>	<b>\$ 10,000.00</b>	<b>100.39%</b>
<b>4200 Non-Membership Income</b>				
4210 Coaches Association Admin Fees	36,966.20	34,000.00	2,966.20	108.72%
4240 Convenience Fee	364.24		364.24	
4250 Licensing	17,217.54	50,000.00	-32,782.46	34.44%
4265 Event Sponsors	56,833.33	140,000.00	-83,166.67	40.60%
4266 Event Registration	12,275.00	75,000.00	-62,725.00	16.37%
4270 National Broadcasts/Network Sponsors	127,000.00	127,000.00	0.00	100.00%
4287 NJCAA Network	108,284.33	173,000.00	-64,715.67	62.59%
4296 Other Income	11,061.21	30,000.00	-18,938.79	36.87%
Appeal Fees	13,000.00		13,000.00	
Eligibility/Audit Fees	54,000.00		54,000.00	
<b>Total 4296 Other Income</b>	<b>\$ 78,061.21</b>	<b>\$ 30,000.00</b>	<b>\$ 48,061.21</b>	<b>260.20%</b>
4300 Corporate Sponsors	177,699.00	755,000.00	-577,301.00	23.54%
4301 Grants		40,000.00	-40,000.00	0.00%
Lumina Grant	56,516.67		56,516.67	
<b>Total 4301 Grants</b>	<b>\$ 56,516.67</b>	<b>\$ 40,000.00</b>	<b>\$ 16,516.67</b>	<b>141.29%</b>
4302 ESports Admin Fees	300,000.00	300,000.00	0.00	100.00%
4400 Tournament Guarantees	\$ 265,158.51	\$ 690,000.00	-\$ 424,841.49	38.43%
<b>Total 4200 Non-Membership Income</b>	<b>\$ 1,236,376.03</b>	<b>\$ 2,414,000.00</b>	<b>-\$ 1,177,623.97</b>	<b>51.22%</b>
4304 Merchandising	72,885.67	240,000.00	-167,114.33	30.37%
<b>Total Income</b>	<b>\$ 3,904,261.70</b>	<b>\$ 5,239,000.00</b>	<b>-\$ 1,334,738.30</b>	<b>74.52%</b>
<b>Gross Profit</b>	<b>\$ 3,904,261.70</b>	<b>\$ 5,239,000.00</b>	<b>-\$ 1,334,738.30</b>	<b>74.52%</b>
<b>Expenses</b>				
<b>5000 Salaries &amp; Benefits</b>				
5011 Management Staff	592,723.56	1,303,000.00	-710,276.44	45.49%
5080 Classified Staff	404,393.65	819,000.00	-414,606.35	49.38%
5085 Employee Insurance	205,675.32	235,000.00	-29,324.68	87.52%
5100 Employer Taxes & Unemployment	72,625.98	165,000.00	-92,374.02	44.02%
5140 401K	28,902.34	62,500.00	-33,597.66	46.24%
5290 Employee Fees	5,538.48	24,000.00	-18,461.52	23.08%
<b>Total 5000 Salaries &amp; Benefits</b>	<b>\$ 1,309,859.33</b>	<b>\$ 2,608,500.00</b>	<b>-\$ 1,298,640.67</b>	<b>50.22%</b>
<b>5200 Office Expenses</b>				
5205 Guest Relations	6,590.00	18,000.00	-11,410.00	36.61%
5210 Rent	201,479.27	355,000.00	-153,520.73	56.75%
5230 Office Supplies	45,068.75	30,000.00	15,068.75	150.23%
5245 Equipment Lease	1,227.61	3,000.00	-1,772.39	40.92%
5250 Postage & Shipping	2,291.06	10,000.00	-7,708.94	22.91%
5270 Outreach	15,009.49	20,000.00	-4,990.51	75.05%
5291 Credit Card & Banking Fees	338.50	3,000.00	-2,661.50	11.28%
5350 Insurance & Bonds	66,893.90	130,000.00	-63,106.10	51.46%
<b>5360 Auditing/Acctg/Professional Svc</b>				
5361 Audit Fees	20,000.00	12,000.00	8,000.00	166.67%
5364 Professional Services	46,878.19	95,000.00	-48,121.81	49.35%
5632 CPA Fees	1,527.60	5,000.00	-3,472.40	30.55%
7010 Legal Fees	18,681.15	65,000.00	-46,318.85	28.74%
<b>Total 5360 Auditing/Acctg/Professional Svc</b>	<b>\$ 87,086.94</b>	<b>\$ 177,000.00</b>	<b>-\$ 89,913.06</b>	<b>49.20%</b>
5435 Education Fund	14,312.17	20,000.00	-5,687.83	71.56%
5437 Graduate Assistance Program	3,000.00	8,000.00	-5,000.00	37.50%
<b>Total 5200 Office Expenses</b>	<b>\$ 443,297.69</b>	<b>\$ 774,000.00</b>	<b>-\$ 330,702.31</b>	<b>57.27%</b>

<b>5295 Marketing and Promotions</b>				
5300 Website & Stats	25,000.00	32,000.00	-7,000.00	78.13%
5304 NJCAA Network/National Broadcasts	67,315.66	425,000.00	-357,684.34	15.84%
5305 Marketing	7,752.99	10,000.00	-2,247.01	77.53%
<b>Total 5295 Marketing and Promotions</b>	<b>\$ 100,068.65</b>	<b>\$ 467,000.00</b>	<b>-\$ 366,931.35</b>	<b>21.43%</b>
<b>5299 Information Technology Expenses</b>				
5060 Service Provider	\$ 111,976.52	\$ 130,000.00	-\$ 18,023.48	86.14%
5220 Phone Systems	10,477.88	24,000.00	-13,522.12	43.66%
5221 IT Support	74,950.83	107,000.00	-32,049.17	70.05%
5285 Software Subscription Services	11,975.83	20,000.00	-8,024.17	59.88%
5307 Technology - Supplies	5,213.71	10,000.00	-4,786.29	52.14%
<b>Total 5299 Information Technology Expenses</b>	<b>\$ 214,594.77</b>	<b>\$ 291,000.00</b>	<b>-\$ 76,405.23</b>	<b>73.74%</b>
<b>5415 Administrative Travel</b>				
<b>5410 Travel - Executive</b>				
5420 Travel - Chief Executive Officer	\$ 17,372.07	\$ 32,000.00	-\$ 14,627.93	54.29%
5429 Travel - Project & Special Events	9,864.86	20,000.00	-10,135.14	49.32%
5429-1 Membership Site Visits	10,433.39		10,433.39	
<b>Total 5429 Travel - Project &amp; Special Events</b>	<b>\$ 20,298.25</b>	<b>\$ 20,000.00</b>	<b>\$ 298.25</b>	<b>101.49%</b>
<b>Total 5410 Travel - Executive</b>	<b>\$ 37,670.32</b>	<b>\$ 52,000.00</b>	<b>-\$ 14,329.68</b>	<b>72.44%</b>
<b>5425 Travel - Sports, Events, Membership</b>				
5421 Travel - Championships	31,263.53	70,000.00	-38,736.47	44.66%
5427 Travel - Sports Rep	11,175.07	40,000.00	-28,824.93	27.94%
<b>Total 5425 Travel - Sports, Events, Membership</b>	<b>\$ 42,438.60</b>	<b>\$ 110,000.00</b>	<b>-\$ 67,561.40</b>	<b>38.58%</b>
5428 Travel - Development, External Affairs & Marketing	12,211.36	25,000.00	-12,788.64	48.85%
5450 Travel - Compliance, Legal, EDI	6,040.27	10,000.00	-3,959.73	60.40%
<b>Total 5415 Administrative Travel</b>	<b>\$ 98,360.55</b>	<b>\$ 197,000.00</b>	<b>-\$ 98,639.45</b>	<b>49.93%</b>
<b>5500 Special Events</b>				
9030 Convention	50,247.04	275,000.00	-224,752.96	18.27%
<b>Total 5500 Special Events</b>	<b>\$ 50,247.04</b>	<b>\$ 275,000.00</b>	<b>-\$ 224,752.96</b>	<b>18.27%</b>
<b>7000 Board of Regents Expenses</b>				
7030 NJCAA Board of Regents	25,458.95	35,000.00	-9,541.05	72.74%
7050 BOR Contingency Fund	38,500.00	90,000.00	-51,500.00	42.78%
<b>Total 7000 Board of Regents Expenses</b>	<b>\$ 63,958.95</b>	<b>\$ 125,000.00</b>	<b>-\$ 61,041.05</b>	<b>51.17%</b>
<b>8000 Affiliations</b>				
8123 NACDA / NATYCAA - Professional Development	39,560.97	60,000.00	-20,439.03	65.93%
8125 NJCAA Affiliations	10,984.17	25,000.00	-14,015.83	43.94%
<b>Total 8000 Affiliations</b>	<b>\$ 50,545.14</b>	<b>\$ 85,000.00</b>	<b>-\$ 34,454.86</b>	<b>59.46%</b>
<b>8500 Championships</b>				
5441 Travel - Tournament Representatives	769.99		769.99	
9020 Championship Operations	114,378.50	286,000.00	-171,621.50	39.99%
Credentials	12,566.60		12,566.60	
Misc. Championship Expenses	18,634.37		18,634.37	
Officiating	9,697.74		9,697.74	
Signage	28,006.09		28,006.09	
<b>Total 9020 Championship Operations</b>	<b>\$ 183,283.30</b>	<b>\$ 286,000.00</b>	<b>-\$ 102,716.70</b>	<b>64.09%</b>
9021 National Awards	71,956.65	81,000.00	-9,043.35	88.84%
9022 District Awards	30,508.69	35,000.00	-4,491.31	87.17%
9023 District Coverage		24,000.00	-24,000.00	0.00%
<b>Total 8500 Championships</b>	<b>\$ 286,518.63</b>	<b>\$ 426,000.00</b>	<b>-\$ 139,481.37</b>	<b>67.26%</b>
<b>Total Expenses</b>	<b>\$ 2,617,450.75</b>	<b>\$ 5,248,500.00</b>	<b>-\$ 2,631,049.25</b>	<b>49.87%</b>
<b>Net Operating Income</b>	<b>\$ 1,286,810.95</b>	<b>-\$ 9,500.00</b>	<b>\$ 1,296,310.95</b>	<b>-13545.38%</b>

**Other Income**

4256 Investment Income		125,000.00	-125,000.00	0.00%
4260 Interest on Investments	1,155.78		1,155.78	
4261 Realized Gain/Loss-Investments	127,688.19		127,688.19	
4262 Unrealized Gain/Loss-Investment	242,983.82		242,983.82	
4263.1 Dividend Income	48,974.31		48,974.31	
4263.2 Investment Mgmt Fees	-6,246.14		-6,246.14	
4264 Interest Income-Bank Accounts	1,870.97		1,870.97	
<b>Total 4256 Investment Income</b>	<b>\$ 416,426.93</b>	<b>\$ 125,000.00</b>	<b>\$ 291,426.93</b>	<b>333.14%</b>
4405 In Kind Contributions	153,845.30		153,845.30	
<b>Total Other Income</b>	<b>\$ 570,272.23</b>	<b>\$ 125,000.00</b>	<b>\$ 445,272.23</b>	<b>456.22%</b>
<b>Other Expenses</b>				
SUSPENSE	4,000.00		4,000.00	
<b>Total Other Expenses</b>	<b>\$ 4,000.00</b>	<b>\$ 0.00</b>	<b>\$ 4,000.00</b>	
<b>Net Other Income</b>	<b>\$ 566,272.23</b>	<b>\$ 125,000.00</b>	<b>\$ 441,272.23</b>	<b>453.02%</b>
<b>Net Income</b>	<b>\$ 1,853,083.18</b>	<b>\$ 115,500.00</b>	<b>\$ 1,737,583.18</b>	<b>1604.40%</b>

**Notes:**

5230 Office Supplies - \$19,867.10 GIK (84.01%)  
5060 Service Provider - \$5,153.94 GIK (82.17%)  
9030 Convention - \$14,575.30 GIK (12.97%)  
9020 Championship Operations - \$114,248.96 GIK (24.14%)

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 1:49 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 173.165.111.33  
Unique ID: 1442502837  
Location: 41.9741, -87.8621

## NJCAA Committee Proposal Submission Form

<b>Your Name</b>	Dale Vos
<b>Email</b>	region12.njcaa@gmail.com
<b>Submitting Committee</b>	Finance
<b>Proposal Title/Topic</b>	3 year dues proposal
<b>Type of Proposal</b>	Other: membership dues
<b>Proposed Effective Date of Proposal</b>	August 1, 2027
<b>Rationale for Proposal</b>	<p>NJCAA Membership Dues are currently \$5000 per school per year. This amount has been in place since 2024.</p> <p>Proposed Dues for next 3 year period: 2027-28 \$7000 2028-29 \$7500 2029-30 \$8000</p> <p>During the 2028-29 fiscal year the finance committee will study and propose a dues structure for 2030-31 through 2032-33</p> <p>Reasons for Increase in dues include but are not limited to:</p> <p>General increase due to inflation/cost to do business Finance committee goal of 180 days in contingency fund Finance committee goal of eliminating investment income in budgeting Increased costs in the area of technology Need for new statistics, streaming, and web platform Increase in travel costs as well as committee travel needs</p>
<b>Please specify the NJCAA Handbook section(s) affected</b>	Not a Handbook Issue
<b>Current NJCAA Handbook Language</b>	This proposal does not change handbook language
<b>Proposed NJCAA Handbook Language</b>	This proposal does not change handbook language

## January 9, 2025 – Eligibility Committee Meeting @ 1pm EST

### **1. Call to Order:**

Rob Chaney, Board Chair, called the meeting to order at 1:02 PM EST on January 9, 2026.

### **2. Roll Call:**

Present: Chair: Rob Chaney, Vice-Chair: Troy Larson (2024), Division I Reps: Deron Clark (2023); Division II Reps: Brian Anweiler (2024), Christina Hundley (2024); Division III Reps: Kristen Schuth (2024), Mike Belfiore (2025); Aspiring Leaders: Dane Vos, Bryan Nobile; Senior Men's Director: Dean Myrick; Senior Women's Director: Mary Young

NJCAA Staff Liaisons in Attendance: Wanda Bodey

Absent: Division I Rep: Jeff Willis (2024), PAC Rep: Dr. Huebner

Other NJCAA Staff Members in Attendance: Carly Pitts, Bobby Alexander, Tyler Broderick, Jeff White

**3. Approval of Agenda:** Rob Chaney approves starting the agenda breakdown at 1:02 PM EST

### **4. NJCAA National Office Updates**

Wanda drops the new data that came out for January in the chat and adds there are no further updates.

### **5. Tiered Sanctions Committee Update**

### **6. Discussion Items**

#### a. Items related to employment (Jeff/Tyler)

Rob passes it to Tyler for employment bylaw changes. Tyler breaks down looking into NCAA and NAIA rulebooks on NIL to see what their rules are. Goes into Article V, Section 4.D.1.a.iii and how it can be redundant and recommend that it is removed.

Mary adds that schools have their own policy as well and if there is a way to reference the institutional policy.

Jeff White adds that state statutes generally do not allow solacious material and why the NJCAA has a state law approach to address that

### **Dean moves to Strike Article V, Section 4.D.1.a.iii, Second by Christina**

D. Compensation and Employment:

1. Criteria Governing Compensation to Student-Athletes a. Compensation for any work performed may be paid to a student-athlete:

- i. Only for work actually performed;
- ii. At a rate commensurate with the going rate in that locality for similar services; and
- iii. ~~In instances where the student athlete does not have a contract or agreement (oral or written) for name, image and likeness activities, an employer shall not use the athletics reputation of a student athlete employee to promote the sale of the employer's product or services.~~

**Motion Passes unanimously**

Tyler moves into the employment bylaws and how most rules are surrounded by Article V, Section 4.D.1.a.i and 4.D.1.a.ii. The big distinction was in NCAA rules they are going into specifics regarding camps and clinics. Adds in the recommendation of removing Article VI, Section 1.C.3 as it is covered in other areas.

Jeff White reminds the group that work study already falls into that bylaw and the group believes that not allowing that was not in the best interest of the membership.

**Motion to Strike Article VI, Section 1.C.3 by Dean, Second by Christina**

~~3. Employment:~~

- ~~a. Illegitimate Employment: Student athlete may not be engaged in employment for which they receive greater compensation than market value, or in which they are not required to work as hard as others in similar employment, or which is otherwise not legitimate employment.~~
- ~~b. Employment Arrangements: No member college nor any representative of its athletic interests may arrange employment for any student athlete or recruit.~~

**Motion Passes unanimously**

- b. Article V, Section 2.C.2.c - Last Academic Term FT Enrollment Exception (from R19)

Rob introduces the recommended language to be added. The main goal is to add in certificate programs to the exception and not limit it to degree programs.

Current:

c. Last Academic Term Full-Time Enrollment Exception: Student-athletes in their last academic term MAY participate while enrolled in the number of credit hours required to graduate. The institution must document that the student who has not graduated is carrying the courses necessary to complete the degree requirements, as determined by

the institution. Once this one-time allowance is exhausted, the student-athlete must meet the full-time requirement of 12 or more credits.

i. Graduate Exception: A student-athlete who graduates with a degree from a NJCAA institution may participate in the term immediately following graduation and must be enrolled in a minimum of six (6) hours, provided enrollment is at the same institution from which they graduated. All six (6) hours must begin before the end of the published regular season schedule of the student-athletes sport. This is a one-time exception.

Proposed:

c. Last Academic Term Full-Time Enrollment Exception: Student-athletes in their last academic term MAY participate while enrolled in the number of credit hours required to graduate/**complete a Degree Program or Credit Certificate Program**. The institution must document that the student who has not graduated/**completed** is carrying the courses necessary to complete the degree requirements, as determined by the institution. Once this one-time allowance is exhausted, the student-athlete must meet the full-time requirement of 12 or more credits.

i. Graduate Exception: A student-athlete who graduates/**completes a degree program or Credit Certificate Program** from a NJCAA institution may participate in the term immediately following graduation **or certificate completion** and must be enrolled in a minimum of six (6) hours, provided enrollment is at the same institution from which they graduated **or completed**. All six (6) hours must begin before the end of the published regular season schedule of the student-athletes sport. This is a one-time exception.

### **Motion to approve by Dean, second by Brian**

Brian Anweiler adds that it would help community colleges with promoting workforce applicable programs.

Wanda says there should be no issues with the certificate programs. Rob adds that if those classes are already being used for eligibility, then they should be utilized in the exception.

Mike asks if there are any certificates that are so small that schools could use it in a way that the rule would not be followed by the intention.

Mary believes that if that is the case it would need to be approved by an outside entity to exist at a school.

Rob adds that hypothetically he would like to see the first and second season option for players on the roster to collect that data and see how often the exceptions are being used.

Mary would agree that it would be good to automatically see that in the audit and not have to look into the notes. Mary would potentially like to see physicals be a part of the audit system to protect ourselves.

Kristen looked into certificate programs at other schools after Mike brought up that thought and there are schools that do certificate programs with minimal hours that aren't always accredited. Kristen believes it may need a minimum in the wording or look into it further.

Mary brings in that she just thought the programs would need to be approved and accredited.

Jeff White asks if we were to question the veracity of certificate programs, would someone look into the academic rigor.

Dean thinks that this is being overcomplicated as the courses are already being used for eligibility. Adds that no president in Alabama is going to start a fraudulent program and jeopardize their institution. Some student athletes are looking for certificates to join the workforce and not to transfer out.

Kristen says that they should not defeat this proposal because it already exists for eligibility purposes but recommends further research potentially.

Rob adds that there are two more meetings before convention to vote on these items. Suggest that the group looks into it further before the next meeting.

Dean asks what the explanation to region 19 would be if they defeated this when the certificates are already being used for eligibility.

Rob adds that there are still requirements for certificate programs to be used.

### **Motion passes unanimously**

- c. Article V, Section 2.C. 2 - FT Enrollment Requirement (from R19)

Rob introduces the clinical hours bylaw as this exception is currently available but not in writing. Wanda confirms that this is not written anywhere.

### **Motion by Kristen, Second by Dean**

Deron asks how many of those requests we receive each year.

Rob goes further into the required documentation to be included in the audit file.

Kristen questions the sentence of enrollment must count 1 credit for every 15 hours of the clinical requirement. It should be based on the set full-time standard in the school's program. Kristen recommends that the wording be adjusted.

Rob suggests wording that includes a letter from the department head stating that the student-athlete is considered to be enrolled full-time, as determined by the institution

### **Kristen and Dean accept the amendment**

Full-Time Requirement: Student-athletes must be enrolled in full-time status at the college prior to competition and certifying NJCAA eligibility using any combination of sessions (regular term, mini term, fast track term) within a term. Full-time enrollment is defined as 12 or more credit hours. A minimum of six (6) credit hours must begin before the end of the published regular season schedule of the student-athletes' chosen sport.

#### **aa. A student-athlete using clinical hours to meet the full-time enrollment requirement must have the following in their audit file:**

**A letter from the department head stating that the student-athlete is enrolled full-time, as determined by the member institution.**

**A copy of the student-athlete's current curriculum with the course work completed, and the required clinical hours.**

### **Motion passes unanimously**

d. Article V, Section 3.B.2.b - Recertification: defining "last day of term" (Dean)  
Rob passes it over to dean regarding the recertification last date of term. Dean brings up a situation with the 20 days with recertification and the end of term. Discusses that every school said a different reason for when the last day of term. You can't recertify students until grades are posted. Dean would like propose that the last day of term is clarified as when grades are due.

Deron asks if that date is posted on most academic calendar. Wanda and Jeff add that is on most academic calendars and it is the most universal term on the academic calendar.

Kristen asks for clarification on the clarification and the date submitted on the roster is what is looked at.

Wanda adds that is part of the problem as schools do not put the accurate date on the roster.

Brian adds that the clarification would be good. Christina asks if it could be a simple term for the last day of finals.

Jeff adds from a practical situation it would make sense to have the grades due date as you cannot recertify a roster. Dean agrees as you can be rushed into recertifying with minimal days to recertify.

Mike asks if it would be different for trimester institutions. Wanda and Rob add that trimesters will operate under the same recertification process.

Rob asks if this is something that can be thought about as there is no consensus currently.

Dean does not see the need to put it off as the same discussion will occur in the next few months. Believes they are overcomplicating it as final grades is a universal term. Jeff White adds from the National Office perspective it would be a helpful metric.

Christina wonders if a set date would be better. Jeff White adds that what the date is doesn't necessarily matter from the national office perspective but just to be as specific as possible and a universal date.

Brian adds that he likes the logic of the date grades are due. Kristen asks what the wording would be.

**Dean motions to define the last day of term as the day grades are due, second by Kristen**

**Motion passed unanimously**

- e. Article V, Section 2.B – Entrance Eligibility (Rob)

Rob goes into discussion on how he is looking further into entrance eligibility for domestic, international, and homeschool students and try to align everything and be more consistent. Asks the group to look through the proposal for the February meeting and look into the NCAA homeschool toolkit to see if there is anything that should be utilized or mirrored.

**7. Good of the Order**

**8. Next Meeting: Friday, February 6, 1 PM EST**

**9. Adjournment**

The meeting was adjourned by Rob Chaney at 2:57 pm EST.

## February 6, 2026 – Eligibility Committee Meeting @ 1pm EST

### **1. Call to Order:**

Rob Chaney, Board Chair, called the meeting to order at 1:02 PM EST on February 6, 2026.

### **2. Roll Call:**

Present: Chair: Rob Chaney, Vice-Chair: Troy Larson (2024), Division I Reps: Deron Clark (2023), Jeff Willis (2024); Division II Reps: Brian Anweiler (2024), Christina Hundley (2024); Division III Reps: Kristen Schuth (2024), Mike Belfiore (2025); PAC Rep: Dr. Tom Huebner Aspiring Leaders: Dane Vos, Bryan Nobile

Absent: Senior Men's Director: Dean Myrick; Senior Women's Director: Mary Young

NJCAA Staff Liaisons in Attendance: Wanda Bodey

Other NJCAA Staff Members in Attendance: Carly Pitts, Bobby Alexander, Tyler Broderick, Jeff White

**3. Approval of Agenda:** Rob Chaney approves starting the agenda breakdown at 1:02 PM EST

### **4. NJCAA National Office Updates**

Bobby drops the new data that came out for February and the new compliance video in the chat. Also brings up the new fan misconduct policy. Jeff White adds a few governance relation updates.

### **5. Tiered Sanctions Committee Update**

Nothing new for tiered sanctions at that time.

### **6. Discussion Items**

#### a. Draft proposal for Article V, Section 2.B (Entrance Eligibility)

Rob Chaney starts the discussion on entrance eligibility. He would like to see the pullback on the use of registrar letters to meet eligibility requirements. It can create some imbalance and not everyone is aware of the process.

Rob brings up the proposal and breaks it down. Rob supplements with the NCAA high school portal tool that is used by the NCAA to determine which high schools they will accept a transcript from.

Jeff White calls on Bobby to share the 3C2A does not enforce entrance eligibility. The student-athlete simply needs to be admitted.

Jeff Willis adds that a lot of the membership is open enrollment or admits students. Adds that it can be stringent and limits some individuals. Jeff White enforces the idea as athletics is an engagement or enrollment booster.

Rob Chaney shares that athletics is a privilege and that there should be a standard in place. Jeff Willis counters that there are safeguards for this with eligibility requirements once they start classes.

Jeff Willis asks if anyone has had a student-athlete they haven't been able to let play because of a high school transcript. No one in the group has had that occur and believe it is a small percentage of student-athletes.

Wanda brings up former rules that student-athletes could become eligible by passing 12 credits in one full time term.

Jeff White believes that challenging illegitimacy or quality of education is not a path that the NJCAA wants to go down. The NJCAA wants to start opportunities and student-athletes will need to keep the privilege through academic eligibility.

Rob Chaney thinks that open enrollment is not a constant across all schools.

Jeff Willis adds that the amount of work that is being used is just to limit a few students.

Deron adds the challenge of verification of international documentation as it is an ongoing issue.

Troy Larson adds that determining legitimacy is difficult and says that the majority of the international student-athletes bring a lot of good to campuses and at his school most of them are not receiving full scholarships.

Rob asks if international transcripts should be required. Jeff Willis says that it would be a legal issue if domestic transcripts are not required but required international documentation.

Christina asks if this will open the floodgates for international students and the cases of fraudulent documents. Troy Larson adds that there is a score for international students to ensure that the student athletes can be successful. Presidents do not want to have student-athletes that do not successfully graduate.

Dane asks if there are unintended consequences with not having the graduation date which would not require insight on gap years and other years where a student-athlete may have enrolled at another institution.

Rob believes that this could potentially be a scholarship vs non-scholarship topic and that there are a lot of academies that have students being taken advantage of while those students could be on members campuses. Troy Larson adds it might not be a scholarship vs non-scholarship issue as his school is a scholarship school that utilizes athletics for enrollment.

Deron asks if removing this leads to student-athletes withdrawing in fall sports or becoming ineligible. Also adds that it could be an avenue to increase women's sports numbers. Deron also asks if there is a chance it can be circulated to see if there is a larger support than just the committee.

Rob adds that they will start with the committee and then strategically ask members.

Christina adds that it should stick to the process and maybe work into the PAC to receive input.

- b. Request from Indoor Track & Field re: Article V, Section 2.C.2.b. (Enrollment Requirement for Two-Term Sports)

Rob starts the discussion about Indoor Track to not be considered a two-term sport as most teams start competitions during the end of the fall term.

Deron brings up findings from the track committee that it can cause issues as transfers that have already participated and used a season of eligibility. The committee is also going to bring up a proposal for scrimmages in track.

Rob adds that there are only 16 teams that participated in fall events for track & field events.

Christina adds that it is not a season issue but rather a calendar issue and that her school submits spring eligibility as they start beyond the fall term.

Rob confirms that it is considered a spring sport if the first meet is following the fall term. Adds the difficulty of scheduling a scrimmage by meeting the scrimmage definition.

Wanda adds that scrimmages are already allowed if they all agree to the scrimmage rules.

Rob thinks that this would be a bad precedent to create a sport specific exception on an eligibility bylaw where other sports will want exceptions.

Deron agrees that with 16 teams it may not be worth changing the rule and will disrupt more than it is intended.

- c. Proposal received from membership: Article V, Section 5.A.6 (Prep Schools/Post Grad/Academy)

Rob gives Mike the floor as he is the one that submitted the proposal. Mike explains the proposal as the current landscape prep schools become a good option for student-athletes to try and receive scholarship offers.

Rob brings up that Michelle says the NCAA does not directly address prep schools but includes something in their delayed enrollment section.

Christina believes that this is a scholarship vs non-scholarship proposal.

Brian Anweiler asks about the wording of the proposal and what the change is as he is reading the wording.

Kristen asks Christina what the issue is for scholarship schools because from a non-scholarship perspective it would provide more opportunity.

Christina adds that it is because of the age and the difficulty of tracking the prep schools that the student-athletes go to.

Rob says he will touch base with Michelle regarding the bylaw and goes into Kristen submitting some proposals for non-scholarship that will be vetted by the non-scholarship subcommittee.

- d. Draft proposal for Article VII, Section 1.B (Multi-Sport Participants/LOI counter rule)

Wanda brings up the proposal for multi-sport athletes to count for a LOI in both sports if they are receiving aid. The current bylaw does not specifically say they need LOI's signed. Jeff White brings up the example of NWAC dual members with the NJCAA and if they should have LOI's signed.

Rob still believes the way the proposal reads it can be interpreted that an LOI will need to be signed in both sports. Wanda and Dane agree that the wording will need to be added.

Jeff White reiterates that if a scholarship is received and is to count against both sports an LOI is implicitly required.

- e. Open dialogue on multi-Campus Colleges

Wanda brings up conversation on multi-campus colleges where student-athletes enroll in all 12 credits at another campus in the same umbrella since the college of participation doesn't have the class and they may take it online at the general college.

Kristen asks what about larger statewide systems such as SUNY, would it be allowable to utilize the multi-campus rules.

The group asks Wanda if the current exception process is increasing due to situations like this. Wanda confirms that it has been increasing.

The group outlines the possible advantages with the multi-campus members but understand the reasoning to be able to have multiple athletic programs. The group concludes that it is deeply rooted in membership and may be something to have the membership committee look at.

**7. Good of the Order**

**8. Next Meeting: Friday, March 6, 1 PM EST**

**9. Adjournment**

The meeting was adjourned by Rob Chaney at 4:01 pm EST.

**March 6, 2026 – Eligibility Committee Meeting @ 1pm EST**

**1. Call to Order:**

Rob Chaney, Board Chair, called the meeting to order at 1:02 PM EST on March 6, 2026.

**2. Roll Call:**

Present: Chair: Rob Chaney, Division I Reps: Deron Clark (2023); Division II Reps: Brian Anweiler (2024); Division III Reps: Kristen Schuth (2024), Mike Belfiore (2025); PAC Rep: Dr. Tom Huebner Aspiring Leaders: Dane Vos, Bryan Nobile; Senior Men's Director: Dean Myrick; Senior Women's Director: Mary Young

Absent: Vice Chair: Troy Larson (2024), Division I Rep: Jeff Willis (2024), Division DI Rep: Christina Hundley (2024)

NJCAA Staff Liaisons in Attendance: Wanda Bodey

Other NJCAA Staff Members in Attendance: Carly Pitts, Bobby Alexander, Tyler Broderick, Jeff White

**3. Approval of Agenda:** Rob Chaney approves starting the agenda breakdown at 1:02 PM EST

**4. NJCAA National Office Updates**

Wanda drops the new data that came out for March in the chat. Wanda also brings up the departure of Sam Lowder.

**5. Tiered Sanctions Committee Update**

Nothing new for tiered sanctions at this time.

**6. Discussion Items**

- a. Article V, Section 2.B (Entrance Eligibility)

**Dean makes a motion to accept the proposal, Second by Deron**

Dean makes the point that this mirrors the NCAA and a lot of NJCAA student-athletes transfer on to that level. This would add in consistency with the same game same rules that have been pushed.

Mike asks if the word recommended could be interpreted as not required. Rob Emphasizes that the wording was saying recommended options are the possible ways to attain proof of high school graduation which is required. Mike follows up by saying that there should be an OR, or something showing that everything below is an option. Kristen and Brian believe that there

should be wording identifying that the list is multiple ways to meet the requirement, but the OR may not be the best wording.

Rob breaks down the next piece regarding state recognized equivalency exam test results and diploma.

Brian asks if approval should be needed for the P-Tech programs. Wanda said it was added to verify the programs that student athletes were in the program and they complete the high school requirements prior to participating.

Rob goes into the proof of graduation for international students. The bylaw provides the option for a high number of evaluation agencies to be used for proof of graduation. Deron Clark says that this is most likely the best way to set the requirement.

Rob follows up with the homeschool proof of graduation area of proof of graduation. Rob investigated the NCAA requirements, and they have that requires verification. Rob asks the committee if documentation like that is already provided by the student athlete as Rob mentions it is in Florida. Kristen adds that New York is in the same situation. Brian adds that his school has additional requirements beyond those of the NJCAA.

#### **Motion Passes Unanimously 6-0-0**

Rob goes into the current bylaw for foreign transcripts and talks about striking 3 and 3.a and moving b, and moving c and d to a more appropriate area.

#### **Kristen makes a motion to accept, Second by Deron**

#### **Motion passes unanimously 6-0-0**

Rob asks what the recommendation for the effective date of this motion would be. Kristen adds that you are going to have to grandfather in the current freshman because no matter how far you push it off you will still be in the same boat.

#### **b. Article V, Section 5.A.6 (Prep Schools/Post Grad/Academy)**

Rob brings up the proposed language that was mentioned in the last meeting.

Mike explains the proposed language for Prep School participation. The idea is that why does it matter when the year of prep school participation occurs.

Rob brings up his conversation with Michelle who researched the topic. The NCAA does not mention prep schools but rather has delayed enrollment rules. Dean adds that this goes into the same idea as earlier with trying to be consistent with the NCAA and there could be unintentional consequences when a student athlete transfers. Mary agrees with Dean.

Rob asks Mike and Kristen if this happens more at the level of Division III. Kristen thinks that this is something that needs to be further discussed and the eligibility committee should be aligned with sports governance. Dean brings up that sports governance passed a proposal regarding scheduling prep schools.

**Motion to move the proposal by Mike, second by Kristen**

Kristen adds that this may not be something that needs to be done right now with sports governance sending some of those proposals through regarding prep schools.

Mike adds that he is willing to wait for the long game. Dean thinks that this should be tabled until the other proposals are passed. Kristen points out the hesitation from the group shows that this is something that should be waited on.

**Mike withdraws his motion and Kristen withdraws her second.**

c. Article VII, Section 1.B (Multi-Sport Participants)

Rob asks for a motion on the proposed wording. Rob reiterates that this rule is designed to clarify the counter rules for sports that are outside of the NJCAA. Rob brings up the example of beach volleyball and court volleyball and that there are a lot of institutions that may not understand the counter rule. Brian asks why the rule does not just say Letter of Intent. Wanda explains that a student-athlete receiving aid for a sport that is outside of the NJCAA which would require a Letter of Intent with the NJCAA, but that LOI can reflect no scholarship.

Jeff White asks if the NJCAA should consider roster limits and not scholarship limits.

**Dean motions to approve the proposal, Second by Brian**

**Motion passed unanimously 6-0-0**

a. Article V, Section 3.C.1

Rob explains the proposal of removing bowling from the transfer bylaw to allow for consistency.

**Mike motions to approve the proposal, Second by Dean**

**Motion passed unanimously 6-0-0**

**2. Good of the Order**

**3. Next Meeting: Thursday, April 16, 10 AM EST**

**4. Adjournment**

The meeting was adjourned by Rob Chaney at 3:11 pm EST.

Following the meeting on Monday March 9, 2026 Rob Chaney sent an email to the group to seek approval on a recommendation for Article V, Section 2.B pending the entrance eligibility proposal passing.

If the Entrance Eligibility proposal passes, Wanda and Rob recommended the following change to Article V, Section 3.B.8.d (Page 21, under the audit section): Letter "d" simply becomes "Proof of High School Graduation" and refer users back to the bylaw (Article V, Section 2.B) - the remaining language is repetitive. Have it ready now rather than dealing with "Eligibility can only bring items forward for a vote in October/April..." after the fact.

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:43 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442647034

## NJCAA Committee Proposal Submission Form

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**Your Name** Rob Chaney

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**Email** rob.chaney@thefcsaa.com

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**Submitting Committee** Eligibility

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**Proposal Title/Topic** Entrance Eligibility

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** August 1, 2026

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## Rationale for Proposal

This is a complete re-write of the current Article V, Section 2.B.

The entrance standard remains the same - a student-athlete must provide proof of high school graduation. This proposal provides a cleaner, more consistent path for member institutions to make that determination, and one that aligns closely with NCAA standards (#SameGameSameRules):

- For the domestic student, using the NCAA High School Portal as the guide ensures this step has them “transfer-ready” and that our student-athletes are adhering to #SameGameSameRules. It also creates a level playing field for all 500+ member institutions.

- o An alternate option is proof the high school is fully accredited by one of the six agencies recognized by the NJCAA

- For the international student, the recommended way is to simply obtain an evaluation with the equivalency statement - no translation, no interpretation, no further documentation.

- o An alternate option is providing the appropriate documentation, per the NCAA Guide to International Academic Standards for Athletics Eligibility, already utilized by the NJCAA National Office (#SameGameSameRules).

- For the home school student, who is becoming more common in NJCAA participation, a clearer outline of what is needed in their audit “packet”

- In any scenario, the registrar can no longer provide a letter okaying the documentation provided, which had the potential to be inconsistent from one member institution to another.

In the current Article V, Section 2.B.3:

- 3 and 3.a are included in the proposal

- 3.b, 3.c and 3.d are not related to “entrance eligibility” - and are moved to Article V, Section 2.D.4 (General Academic Requirements)

Any student-athlete who participated at an NJCAA member institution during the 2025-26 academic year and does not meet the requirement per the bylaw revision is given an exemption for the 2026-27 academic year.

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**Please specify the NJCAA Handbook section(s) affected**

Article V, Section 2.B

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**RECOMMENDATION**

d. □ Entrance Eligibility

a. □ To be certified for participation on an NJCAA Eligibility Roster, a student-athlete must provide proof of high school graduation:

i. □ Domestic student must provide proof of graduation through one of the following options:

1. □ Final high school transcript following graduation

a. □ Transcript must be from a high school whose status with the NCAA is either “Cleared” or under “Extended Evaluation” per the NCAA High School Portal or one that is fully accredited by one of six regional accrediting agencies, as recognized by the NJCAA (Article I, Section 1.E.1).

b. □ The transcript must identify the student, school, and graduation date and include either an administrative signature from the high school or an administrative stamp the college registrar interprets as official.

c. □ Digital transcript services are considered official without an administrative signature or stamp but must be accompanied by a statement on college letterhead from the registrar confirming the digital service used to receive the transcript and that it is considered official.

d. □ An official high school transcript or copy of an official high school transcript is acceptable.

2. □ State-recognized equivalency exam test results and diploma

a. □ If the student-athlete has passed the exam but not been awarded the certificate or diploma, they may establish eligibility by submitting written proof the exam has been successfully completed.

3. □ If a high school is unable to provide acceptable proof of graduation on a transcript, a letter may be submitted from the high school. This letter must:

a. □ Appear on official school letterhead and signed by a school administrator with an academic title.

b. □ Explicitly state the date on which the student graduated.

4. □ A student concurrently enrolled in state approved High School/College programs (ex: Pathways to Technology Early College High School “P-Tech”) must meet the following requirements:

a. □ Complete all high school graduation requirements

b. □ Exhaust all high school athletic eligibility

c. □ Receive written approval from the NJCAA prior to participation

ii. □ International student must provide proof of graduation through one of the following options:

1. □ The recommended way to provide proof of graduation is an evaluation from a member of either AICE (Association of International Credential Evaluators, Inc.) or NACES (National Association of Credential Evaluation Services) with a statement confirming the student-athlete has the equivalent of a standard

high school diploma in the United States and a date when equivalency was met.

2. Proof of graduation may also be achieved by the following:

a. A final transcript, certificate or other credential, as specified in the NCAA's Guide to International Academic Standards for Athletics Eligibility. Please review country-specific details for information regarding which documents are acceptable forms of proof of high school graduation.

b. Transcripts, certificates or other credentials must identify the student and date when graduation requirements were met.

c. Transcripts, certificates or other credentials that are in a language other than English must be translated.

i. When required, translation is the responsibility of the student-athlete.

iii. Homeschool Student

1. Each of the items listed below (a, b, c) must be submitted:

a. Homeschool Transcript created by either the parent/guardian or a homeschool umbrella program. To be considered sufficient/official, a homeschool transcript must include the following:

i. Student's full name and complete home address

ii. Student's ninth grade start date

1. This date should reflect when the student started ninth grade regardless of where the student was attending ninth grade and/or if the student completed any pre-ninth grade coursework.

iii. For each course completed:

1. Course title

2. Grade achieved

3. Units of credit

4. Academic year in which the course was taken (e.g., "11th grade," "junior year 2024-25").

iv. Grading scale

1. If numeric grading is used, alpha/letter equivalent is needed.

v. Graduation date

vi. Homeschool administrator's signature.

b. Homeschool Administrator and Accordance Statement

i. This is a signed statement of who managed the home school program (e.g., who taught and evaluated the coursework, awarded grades and issued credit) and that home schooling was conducted in accordance with state laws.

ii. An Institutional Homeschool Affidavit may satisfy this requirement.

c. Proof of high school graduation by providing any of the following:

i. Diploma showing graduation date

ii. Homeschool transcript showing graduation date

iii. State-recognized equivalency exam test results and diploma

1. If the student-athlete has passed the exam but not been awarded the certificate or diploma, they may establish eligibility

by submitting written proof the exam has been successfully completed.

iv. Exceptions (see below)

1. Florida Virtual Flex
2. Florida Virtual Full-Time
3. Hawaii and New York

#### Exceptions

##### Florida Virtual Flex (101541)

A student cannot graduate from Florida Virtual Flex (high school CEEB 101541), as high school diplomas are not awarded. If graduating from Florida Virtual Flex as a homeschooled student, the Administrator and Accordance Statement and Homeschool Completion Affidavit are required.

- The Homeschool Completion Affidavit must be signed by a parent/guardian and include the actual date on which the student met graduation requirements (mm/dd/yyyy or mm/yyyy).
- As the affidavit does not include a section for the actual date of graduation, it must be added by the parent/guardian. Remember: Homeschool documentation is not required for Florida Virtual except in instances in which the student intends to graduate as a homeschooled student. In this case, the Homeschool Completion Affidavit is required.
- For a Homeschool Completion Affidavit to be viable proof of graduation from Florida Virtual, the student must be a resident of Florida. If not a Florida resident, a self-created homeschool transcript with proof of graduation may be submitted for consideration. A separate official Florida Virtual transcript would also be required.
- For students who start ninth grade at Florida Virtual Flex, the parent/guardian must submit the official transcript and the Administrator and Accordance Statement to confirm the date on which the student started ninth grade.

##### Florida Virtual Full-Time (102414)

If a student attends and graduates from Florida Virtual Full-Time (high school CEEB 102414), a diploma will be awarded.

##### Hawaii and New York

The Eligibility Center cannot accept proof of graduation from a diploma issued by a homeschool in Hawaii or New York because they do not recognize homeschool diplomas. If a student is homeschooled in one of these states and does not graduate from a high school, the local school district or state board of education must review the student's homeschool record and provide a written letter indicating the student has met the state's graduation requirements or the equivalent. The letter must clearly state the month, day and year the student met graduation

requirements. To satisfy proof of graduation requirements and meet the Eligibility Center's graduation requirements, the student may also provide the test results and diploma/certificate earned from passing the state-recognized equivalency exam.

**Please attach any supporting  
documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19293886973>

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# ELIGIBILITY PROPOSAL 1

Article V, Section 2.B | Page 11 | Entrance Eligibility

**SUBMITTED BY:** NJCAA Eligibility Committee

## **RATIONALE**

This is a complete re-write of the current Article V, Section 2.B.

The entrance standard remains the same – a student-athlete must provide proof of high school graduation. This proposal provides a cleaner, more consistent path for member institutions to make that determination, and one that aligns closely with NCAA standards (#SameGameSameRules):

- For the domestic student, using the NCAA High School Portal as the guide ensures this step has them “transfer-ready” and that our student-athletes are adhering to #SameGameSameRules. It also creates a level playing field for all 500+ member institutions.
  - An alternate option is proof the high school is fully accredited by one of the six agencies recognized by the NJCAA
- For the international student, the recommended way is to simply obtain an evaluation with the equivalency statement – no translation, no interpretation, no further documentation.
  - An alternate option is providing the appropriate documentation, per the NCAA Guide to International Academic Standards for Athletics Eligibility, already utilized by the NJCAA National Office (#SameGameSameRules).
- For the home school student, who is becoming more common in NJCAA participation, a clearer outline of what is needed in their audit “packet”
- In any scenario, the registrar can no longer provide a letter okaying the documentation provided, which had the potential to be inconsistent from one member institution to another.

In the current Article V, Section 2.B.3:

- 3 and 3.a are included in the proposal
- 3.b, 3.c and 3.d are not related to “entrance eligibility” – and are moved to Article V, Section 2.D.4 (General Academic Requirements)

Any student-athlete who participated at an NJCAA member institution during the 2025-26 academic year and does not meet the requirement per the bylaw revision is given an exemption for the 2026-27 academic year.

## **CURRENT**

Please see Pages 11-12 of the current NJCAA Bylaws.

## **RECOMMENDATION**

### d. Entrance Eligibility

- a. To be certified for participation on an NJCAA Eligibility Roster, a student-athlete must provide proof of high school graduation:
  - i. **Domestic student** must provide proof of graduation through one of the following options:
    1. Final high school transcript following graduation
      - a. Transcript must be from a high school whose status with the NCAA is either “Cleared” or under “Extended Evaluation” per the [NCAA High School Portal](#) or one that is fully accredited by one of six regional accrediting agencies, as recognized by the NJCAA (Article I, Section 1.E.1).
      - b. The transcript must identify the student, school, and graduation date and include either an administrative signature from the high school or an administrative stamp the college registrar interprets as official.
      - c. Digital transcript services are considered official without an administrative signature or stamp but must be accompanied by a statement on college letterhead from the registrar confirming the digital service used to receive the transcript and that it is considered official.
      - d. An official high school transcript or copy of an official high school transcript is acceptable.
    2. State-recognized equivalency exam test results and diploma
      - a. If the student-athlete has passed the exam but not been awarded the certificate or diploma, they may establish eligibility by submitting written proof the exam has been successfully completed.
    3. If a high school is unable to provide acceptable proof of graduation on a transcript, a letter may be submitted from the high school. This letter must:
      - a. Appear on official school letterhead and signed by a school administrator with an academic title.
      - b. Explicitly state the date on which the student graduated.
    4. A student concurrently enrolled in state approved High School/College programs (ex: Pathways to Technology Early College High School “P-Tech”) must meet the following requirements:
      - a. Complete all high school graduation requirements
      - b. Exhaust all high school athletic eligibility
      - c. Receive written approval from the NJCAA prior to participation
  - ii. **International student** must provide proof of graduation through one of the following options:
    1. The recommended way to provide proof of graduation is an evaluation from a member of either AICE (Association of International Credential Evaluators, Inc.) or NACES (National Association of Credential Evaluation Services) with a statement confirming the student-athlete has the equivalent of a standard high school diploma in the United States and a date when equivalency was met.
    2. Proof of graduation may also be achieved by the following:
      - a. A final transcript, certificate or other credential, as specified in the [NCAA's Guide to International Academic Standards for Athletics Eligibility](#). Please review country-specific details for information regarding which documents are acceptable forms of proof of high school graduation.
      - b. Transcripts, certificates or other credentials must identify the student and date when graduation requirements were met.
      - c. Transcripts, certificates or other credentials that are in a language other than English must be translated.
        - i. When required, translation is the responsibility of the student-athlete.

### iii. Homeschool Student

1. Each of the items listed below (a, b, c) must be submitted:
  - a. Homeschool Transcript created by either the parent/guardian or a homeschool umbrella program. To be considered sufficient/official, a homeschool transcript must include the following:
    - i. Student's full name and complete home address
    - ii. Student's ninth grade start date
      1. This date should reflect when the student started ninth grade regardless of where the student was attending ninth grade and/or if the student completed any pre-ninth grade coursework.
    - iii. For each course completed:
      1. Course title
      2. Grade achieved
      3. Units of credit
      4. Academic year in which the course was taken (e.g., "11<sup>th</sup> grade," "junior year 2024-25").
    - iv. Grading scale
      1. If numeric grading is used, alpha/letter equivalent is needed.
    - v. Graduation date
    - vi. Homeschool administrator's signature.
  - b. Homeschool Administrator and Accordance Statement
    - i. This is a signed statement of who managed the home school program (e.g., who taught and evaluated the coursework, awarded grades and issued credit) and that home schooling was conducted in accordance with state laws.
    - ii. An Institutional Homeschool Affidavit may satisfy this requirement.
  - c. Proof of high school graduation by providing any of the following:
    - i. Diploma showing graduation date
    - ii. Homeschool transcript showing graduation date
    - iii. State-recognized equivalency exam test results and diploma
      1. If the student-athlete has passed the exam but not been awarded the certificate or diploma, they may establish eligibility by submitting written proof the exam has been successfully completed.
    - iv. Exceptions (see below)
      1. Florida Virtual Flex
      2. Florida Virtual Full-Time
      3. Hawaii and New York

### Exceptions

#### Florida Virtual Flex (101541)

A student cannot graduate from Florida Virtual Flex (high school CEEB 101541), as high school diplomas are not awarded. If graduating from Florida Virtual Flex as a homeschooled student, the Administrator and Accordance Statement and Homeschool Completion Affidavit are required.

- The Homeschool Completion Affidavit must be signed by a parent/guardian and include the actual date on which the student met graduation requirements (mm/dd/yyyy or mm/yyyy).
- As the affidavit does not include a section for the actual date of graduation, it must be added by the parent/guardian. Remember: Homeschool documentation is not required for Florida Virtual except in instances in which the student intends to graduate as a homeschooled student. In this case, the Homeschool Completion Affidavit is required.
- For a Homeschool Completion Affidavit to be viable proof of graduation from Florida Virtual, the student must be a resident of Florida. If not a Florida resident, a self-created homeschool

transcript with proof of graduation may be submitted for consideration. A separate official Florida Virtual transcript would also be required.

- For students who start ninth grade at Florida Virtual Flex, the parent/guardian must submit the official transcript and the Administrator and Accordance Statement to confirm the date on which the student started ninth grade.

#### **Florida Virtual Full-Time (102414)**

If a student attends and graduates from Florida Virtual Full-Time (high school CEEB 102414), a diploma will be awarded.

#### **Hawaii and New York**

The Eligibility Center cannot accept proof of graduation from a diploma issued by a homeschool in Hawaii or New York because they do not recognize homeschool diplomas. If a student is homeschooled in one of these states and does not graduate from a high school, the local school district or state board of education must review the student's homeschool record and provide a written letter indicating the student has met the state's graduation requirements or the equivalent. The letter must clearly state the month, day and year the student met graduation requirements. To satisfy proof of graduation requirements and meet the Eligibility Center's graduation requirements, the student may also provide the test results and diploma/certificate earned from passing the state-recognized equivalency exam.

#### **APPROVED**

NJCAA Eligibility Committee, March 6, 2026

#### **EFFECTIVE DATE**

August 1, 2026

## **AMENDMENT TO ELIGIBILITY PROPOSAL 1**

Article V, Section 2.B | Page 11 | Entrance Eligibility

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

For domestic students, this cleans up the transcript requirement – it maintains the current approval by the respective state’s Department of Education – but provides the NCAA High School Portal as an additional vetting resource.

As stated in the original proposal, “six regional accrediting agencies” is more synonymous with colleges and universities.

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:45 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442647400

## NJCAA Committee Proposal Submission Form

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**Your Name** Rob Chaney

---

**Email** rob.chaney@thefcsaa.com

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**Submitting Committee** Eligibility

---

**Proposal Title/Topic** Enrollment Eligibility/Full-Time Requirement

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** August 1, 2026

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**Rationale for Proposal** Addresses the increasing number of student-athletes who are enrolling in specialty programs such as health care and provides a path to participation using clinical hours.

Recommendation creates bylaw language for a process the NJCAA National Office is already approving when requested.

---

**Please specify the NJCAA Handbook section(s) affected** Article V, Section 2.C.2

---

**Current NJCAA Handbook Language** 2. Full-Time Requirement: Student-athletes must be enrolled in full-time status at the college prior to competition and certifying NJCAA eligibility using any combination of sessions (regular term, mini term, fast track term) within a term. Full-time enrollment is defined as 12 or more credit hours. A minimum of six (6) credit hours must begin before the end of the published regular season schedule of the student-athletes' chosen sport.

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**Proposed NJCAA Handbook  
Language**

2. Full-Time Requirement: A student-athlete must be enrolled in full-time status at the college prior to competition and certifying NJCAA eligibility using any combination of sessions (regular term, mini term, fast track term, required clinical hours) within a term. Full-time enrollment is defined as 12 or more credit hours. A minimum of six (6) credit hours must begin before the end of the published regular season schedule of the student-athlete's chosen sport.

- a. A student-athlete using clinical hours to meet the full-time enrollment requirement must have the following in their audit file:
- i. A letter from the department head stating the student-athlete is enrolled full-time, as determined by the member institution.
  - ii. A copy of the student-athlete's current curriculum with the course work completed and the required clinical hours.

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**Please attach any supporting  
documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19293892378>

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## **ELIGIBILITY PROPOSAL 2**

Article V, Section 2.C.2 | Page 13 | Enrollment Eligibility/Full-Time Requirement

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

Addresses the increasing number of student-athletes who are enrolling in specialty programs such as health care and provides a path to participation using clinical hours.

Recommendation creates bylaw language for a process the NJCAA National Office is already approving when requested.

### **CURRENT**

2. Full-Time Requirement: Student-athletes must be enrolled in full-time status at the college prior to competition and certifying NJCAA eligibility using any combination of sessions (regular term, mini term, fast track term) within a term. Full-time enrollment is defined as 12 or more credit hours. A minimum of six (6) credit hours must begin before the end of the published regular season schedule of the student-athletes' chosen sport.

### **RECOMMENDATION**

2. Full-Time Requirement: A student-athlete must be enrolled in full-time status at the college prior to competition and certifying NJCAA eligibility using any combination of sessions (regular term, mini term, fast track term, **required clinical hours**) within a term. Full-time enrollment is defined as 12 or more credit hours. A minimum of six (6) credit hours must begin before the end of the published regular season schedule of the student-athlete's chosen sport.
  - a. **A student-athlete using clinical hours to meet the full-time enrollment requirement must have the following in their audit file:**
    - i. **A letter from the department head stating the student-athlete is enrolled full-time, as determined by the member institution.**
    - ii. **A copy of the student-athlete's current curriculum with the course work completed and the required clinical hours.**

### **APPROVED**

NJCAA Eligibility Committee, January 9, 2026

### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:47 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442647992

## NJCAA Committee Proposal Submission Form

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**Your Name** Rob Chaney

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**Email** rob.chaney@thefcsaa.com

---

**Submitting Committee** Eligibility

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**Proposal Title/Topic** Enrollment Eligibility/Last Academic Term Full-Time Enrollment

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** August 1, 2026

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**Rationale for Proposal** As institutions offer more credit certificate programs, this broadens the path for a student-athlete to participate without taking unnecessary credits. Furthermore, because these credits can be used to meet the general academic requirements for participation (Article V, Section 2.A.2.a), they should not be exempt from use in either the Last Academic Full-Time Enrollment Exception or Graduate Exception.

Recommendation adds language to the current bylaw.

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**Please specify the NJCAA Handbook section(s) affected** Article V, Section 2.C.2.c

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**Current NJCAA Handbook  
Language**

c. Last Academic Term Full-Time Enrollment Exception: Student-athletes in their last academic term MAY participate while enrolled in the number of credit hours required to graduate. The institution must document that the student who has not graduated is carrying the courses necessary to complete the degree requirements, as determined by the institution. Once this one-time allowance is exhausted, the student-athlete must meet the full-time requirement of 12 or more credits.

i. Graduate Exception: A student-athlete who graduates with a degree from a NJCAA institution may participate in the term immediately following graduation and must be enrolled in a minimum of six (6) hours, provided enrollment is at the same institution from which they graduated. All six (6) hours must begin before the end of the published regular season schedule of the student-athletes sport. This is a one-time exception.

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**Proposed NJCAA Handbook  
Language**

c. Last Academic Term Full-Time Enrollment Exception: Student-athletes in their last academic term MAY participate while enrolled in the number of credit hours required to graduate/complete a degree program or credit certificate program. The institution must document that the student who has not graduated/completed is carrying the courses necessary to complete the degree or certificate requirements, as determined by the institution. Once this one-time allowance is exhausted, the student-athlete must meet the full-time requirement of 12 or more credits.

i. Graduate Exception: A student-athlete who graduates/completes a degree program or credit certificate program from a NJCAA institution may participate in the term immediately following graduation or certificate completion and must be enrolled in a minimum of six (6) hours, provided enrollment is at the same institution from which they graduated or completed. All six (6) hours must begin before the end of the published regular season schedule of the student-athletes sport. This is a one-time exception.

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**Please attach any supporting  
documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19293900280>

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### **ELIGIBILITY PROPOSAL 3**

Article V, Section 2.C.2.c | Page 13 | Enrollment Eligibility/Last Academic Term Full-Time Enrollment Exception & Graduate Exception

**SUBMITTED BY:** Region 19

#### **RATIONALE**

As institutions offer more credit certificate programs, this broadens the path for a student-athlete to participate without taking unnecessary credits. Furthermore, because these credits can be used to meet the general academic requirements for participation (Article V, Section 2.A.2.a), they should not be exempt from use in either the Last Academic Full-Time Enrollment Exception or Graduate Exception.

Recommendation adds language to the current bylaw.

#### **CURRENT**

- c. Last Academic Term Full-Time Enrollment Exception: Student-athletes in their last academic term MAY participate while enrolled in the number of credit hours required to graduate. The institution must document that the student who has not graduated is carrying the courses necessary to complete the degree requirements, as determined by the institution. Once this one-time allowance is exhausted, the student-athlete must meet the full-time requirement of 12 or more credits.
- i. Graduate Exception: A student-athlete who graduates with a degree from a NJCAA institution may participate in the term immediately following graduation and must be enrolled in a minimum of six (6) hours, provided enrollment is at the same institution from which they graduated. All six (6) hours must begin before the end of the published regular season schedule of the student-athletes sport. This is a one-time exception.

#### **RECOMMENDATION**

- c. Last Academic Term Full-Time Enrollment Exception: Student-athletes in their last academic term MAY participate while enrolled in the number of credit hours required to **graduate/complete a degree program or credit certificate program**. The institution must document that the student who has not **graduated/completed** is carrying the courses necessary to complete the degree **or certificate** requirements, as determined by the institution. Once this one-time allowance is exhausted, the student-athlete must meet the full-time requirement of 12 or more credits.
- i. Graduate Exception: A student-athlete who **graduates/completes a degree program or credit certificate program** from a NJCAA institution may participate in the term immediately following graduation **or certificate completion** and must be enrolled in a minimum of six (6) hours, provided enrollment is at the same institution from which they graduated **or completed**. All six (6) hours must begin before the end of the published regular season schedule of the student-athletes sport. This is a one-time exception.

#### **APPROVED**

NJCAA Eligibility Committee, January 9, 2026

#### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:48 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442648152

## NJCAA Committee Proposal Submission Form

<b>Your Name</b>	Rob Chaney
<b>Email</b>	rob.chaney@thefcsaa.com
<b>Submitting Committee</b>	Eligibility
<b>Proposal Title/Topic</b>	Recertification
<b>Type of Proposal</b>	Bylaw Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2026
<b>Rationale for Proposal</b>	Due to the ambiguity of what different schools consider to be the “last day” of a term, this provides an easier benchmark for all member institutions. Additionally, the recertification process cannot begin until grades are posted, making this a user-friendly definition.
<b>Please specify the NJCAA Handbook section(s) affected</b>	Article V, Section 3.B.2.b
<b>Current NJCAA Handbook Language</b>	b.□Recertification: If the regular season schedule of a sport extends beyond the last day of a term and continues beyond the 20th day following the end of the term, a second eligibility roster for that sport must be submitted prior to participation in the first contest outside of the 20 calendar days after the term.
<b>Proposed NJCAA Handbook Language</b>	b.□Recertification: If the regular season of a sport extends beyond the last day of the term, defined as the date grades are due at the respective member institution, and continues beyond the 20th calendar day following the last day of the term, a second eligibility roster must be submitted prior to participation in the first contest after the 20-calendar day window is complete.
<b>Please attach any supporting documentation here. (Optional)</b>	<a href="https://njcaa.formstack.com/admin/download/file/19293902808">https://njcaa.formstack.com/admin/download/file/19293902808</a>

## **ELIGIBILITY PROPOSAL 4**

Article V, Section 3.B.2.b | Page 18 | Recertification

**SUBMITTED BY:** Eligibility Committee

### **RATIONALE**

Due to the ambiguity of what different schools consider to be the “last day” of a term, this provides an easier benchmark for all member institutions. Additionally, the recertification process cannot begin until grades are posted, making this a user-friendly definition.

### **CURRENT**

- b. **Recertification:** If the regular season schedule of a sport extends beyond the last day of a term and continues beyond the 20th day following the end of the term, a second eligibility roster for that sport must be submitted prior to participation in the first contest outside of the 20 calendar days after the term.

### **RECOMMENDATION**

- b. **Recertification:** If the regular season of a sport extends beyond the last day of the term, **defined as the date grades are due at the respective member institution**, and continues beyond the 20th **calendar** day following the last day of the term, a second eligibility roster must be submitted prior to participation in the first contest **after the 20-calendar day window is complete**.

### **APPROVED**

NJCAA Eligibility Committee, January 9, 2026

### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 10:11 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442651825

## NJCAA Committee Proposal Submission Form

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**Your Name** Rob Chaney

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**Email** rob.chaney@thefcsaa.com

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**Submitting Committee** Eligibility

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**Proposal Title/Topic** Eligibility Audits

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** August 1, 2026

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**Rationale for Proposal** Pending approval of Proposal 1, this proposal addresses a bylaw that would be impacted.

Recommendation simplifies what is required in the audit packet and refers members to the proper bylaw.

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**Please specify the NJCAA Handbook section(s) affected** Article V, Section 3.B.8.d

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**Current NJCAA Handbook Language**

d. Proof of high school graduation High school graduation is documented with a final/official high school transcript which identifies the school, student, date of graduation and has an administrative signature OR administrative stamp that the registrar interprets as official. Parchment and other digital transcript services are also considered official without a signature or administrative stamp. General Education Diploma or a State Department of Education approved high school equivalency test (Article V, Section 2.B.1). Home school students refer to Article V, Section

i. Foreign transcripts must be translated to English, interpreted, approved by the college's registrar and equivalent to a U.S. high school diploma.

- If the transcripts were sent through a digital transcript service, please make sure you include the page that states the digital service used or include statement from your registrar stating what digital service was used and that the transcript is considered official.

- If the international high school document does not meet the requirements under the NCAA International Academic Standards Guide, which the NJCAA uses as a reference for international transcripts, then Per Article V Section 2.B.1., a statement from the registrar is needed approving the high school transcripts for enrollment.

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**Proposed NJCAA Handbook Language**

d. Proof of High School Graduation (Article V, Section 2.B.a)

**Please attach any supporting documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19293958669>

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## **ELIGIBILITY PROPOSAL 5**

Article V, Section 3.B.8.d | Page 21 | Eligibility Audits

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

Pending approval of Proposal 1, this proposal addresses a bylaw that would be impacted.

Recommendation simplifies what is required in the audit packet and refers members to the proper bylaw.

### **CURRENT**

- d. Proof of high school graduation High school graduation is documented with a final/official high school transcript which identifies the school, student, date of graduation and has an administrative signature OR administrative stamp that the registrar interprets as official. Parchment and other digital transcript services are also considered official without a signature or administrative stamp. General Education Diploma or a State Department of Education approved high school equivalency test (Article V, Section 2.B.1). Home school students refer to Article V, Section
  - i. Foreign transcripts must be translated to English, interpreted, approved by the college's registrar and equivalent to a U.S. high school diploma.
    - If the transcripts were sent through a digital transcript service, please make sure you include the page that states the digital service used or include statement from your registrar stating what digital service was used and that the transcript is considered official.
    - If the international high school document does not meet the requirements under the NCAA International Academic Standards Guide, which the NJCAA uses as a reference for international transcripts, then Per Article V Section 2.B.1., a statement from the registrar is needed approving the high school transcripts for enrollment.

### **RECOMMENDATION**

- d. Proof of High School Graduation (Article V, Section 2.B.a)

### **APPROVED**

NJCAA Eligibility Committee, March 13, 2026

### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:52 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442648818

## NJCAA Committee Proposal Submission Form

<b>Your Name</b>	Rob Chaney
<b>Email</b>	rob.chaney@thefcsaa.com
<b>Submitting Committee</b>	Eligibility
<b>Proposal Title/Topic</b>	Transfers
<b>Type of Proposal</b>	Bylaw Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2026
<b>Rationale for Proposal</b>	Housekeeping. Bowling should not be included, as it is a two-semester sport.
<b>Please specify the NJCAA Handbook section(s) affected</b>	Article V, Section 3.C.1.b
<b>Current NJCAA Handbook Language</b>	<p>b. Student-athletes may not participate in the same sport during the same academic year at two different colleges.</p> <p>i. If the student-athlete's initial college of participation permanently ceases competition in that sport, the student-athlete is exempt from this rule.</p> <p>o Documentation of the prior college's cancellation of the sport must have been filed with the NJCAA National Office.</p> <p>ii. Fall participation in the following NJCAA sports shall not prevent spring participation, provided the student-athlete satisfies all other transfer provisions: baseball, bowling, golf, lacrosse, softball, and tennis.</p>
<b>Proposed NJCAA Handbook Language</b>	<p>b. Student-athletes may not participate in the same sport during the same academic year at two different colleges.</p> <p>i. If the student-athlete's initial college of participation permanently ceases competition in that sport, the student-athlete is exempt from this rule.</p> <p>a. Documentation of the prior college's cancellation of the sport must have been filed with the NJCAA National Office.</p> <p>ii. Fall participation in the following NJCAA sports shall not prevent spring participation, provided the student-athlete satisfies all other transfer provisions: baseball, bowling, golf, lacrosse, softball, and tennis</p>
<b>Please attach any supporting documentation here. (Optional)</b>	<a href="https://njcaa.formstack.com/admin/download/file/19293912923">https://njcaa.formstack.com/admin/download/file/19293912923</a>

## **ELIGIBILITY PROPOSAL 6**

Article V, Section 3.C.1.b | Page 22 | Transfers

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

Housekeeping. Bowling should not be included, as it is a two-semester sport.

### **CURRENT**

- b. Student-athletes may not participate in the same sport during the same academic year at two different colleges.
  - i. If the student-athlete's initial college of participation permanently ceases competition in that sport, the student-athlete is exempt from this rule.
    - o Documentation of the prior college's cancellation of the sport must have been filed with the NJCAA National Office.
  - ii. Fall participation in the following NJCAA sports shall not prevent spring participation, provided the student-athlete satisfies all other transfer provisions: baseball, bowling, golf, lacrosse, softball, and tennis.

### **RECOMMENDATION**

- b. Student-athletes may not participate in the same sport during the same academic year at two different colleges.
  - i. If the student-athlete's initial college of participation permanently ceases competition in that sport, the student-athlete is exempt from this rule.
    - a. Documentation of the prior college's cancellation of the sport must have been filed with the NJCAA National Office.
  - ii. Fall participation in the following NJCAA sports shall not prevent spring participation, provided the student-athlete satisfies all other transfer provisions: baseball, **bowling**, golf, lacrosse, softball, and tennis.

### **APPROVED**

NJCAA Eligibility Committee, March 6, 2026

### **EFFECTIVE DATE**

August 1, 2026

## **AMENDMENT TO ELIGIBILITY PROPOSAL 6**

Article V, Section 3.C.1.b | Page 22 | Transfers

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

It was determined the language in “ii” is not technically a “by-law” but rather clarification and can be removed. Doing so does not change the by-law.

### **CURRENT**

- c. Student-athletes may not participate in the same sport during the same academic year at two different colleges.
  - i. If the student-athlete’s initial college of participation permanently ceases competition in that sport, the student-athlete is exempt from this rule.
    - o Documentation of the prior college’s cancellation of the sport must have been filed with the NJCAA National Office.
  - ii. Fall participation in the following NJCAA sports shall not prevent spring participation, provided the student-athlete satisfies all other transfer provisions: baseball, bowling, golf, lacrosse, softball, and tennis.

### **PROPOSED NEW LANGUAGE**

- c. Student-athletes may not participate in the same sport during the same academic year at two different colleges.
  - i. If the student-athlete’s initial college of participation permanently ceases competition in that sport, the student-athlete is exempt from this rule.
    - a. Documentation of the prior college’s cancellation of the sport must have been filed with the NJCAA National Office.
  - ii. ~~Fall participation in the following NJCAA sports shall not prevent spring participation, provided the student athlete satisfies all other transfer provisions: baseball, bowling, golf, lacrosse, softball, and tennis.~~

### **APPROVED**

NJCAA Eligibility Committee, April 16, 2026

### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:54 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442649015

## NJCAA Committee Proposal Submission Form

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**Your Name** Rob Chaney

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**Email** rob.chaney@thefcsaa.com

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**Submitting Committee** Eligibility

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**Proposal Title/Topic** Amateur Status/Compensation and Employment

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** August 1, 2026

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**Rationale for Proposal**

Express or implied permission to use Name, Image, and Likeness (NIL) would constitute a contract. Generally, express or implied permission exists where the student-athlete expressly agreed to NIL use or reasonably should have known use was going to occur. A student-athlete cannot prevent others from using their NIL rights without approval, though they may seek legal remedies to address the issue after the fact. The NJCAA sanctioning a student-athlete for another individual or employer's unauthorized use of their NIL is not a legally defensible (or sensible) position to take.

Recommendation strikes D.3.a.iii.

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**Please specify the NJCAA Handbook section(s) affected**

Article V, Section 4.D.1.a.iii

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**Current NJCAA Handbook Language**

D. Compensation and Employment:  
1. Criteria Governing Compensation to Student-Athletes  
a. Compensation for any work performed may be paid to a student-athlete:  
i. Only for work actually performed;  
ii. At a rate commensurate with the going rate in that locality for similar services;  
iii. In instances where the student-athlete does not have a contract or agreement (oral or written) for name, image and likeness activities, an employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's product or services.

---

**Proposed NJCAA Handbook  
Language**

- D. Compensation and Employment:
- 3. Criteria Governing Compensation to Student-Athletes
  - a. Compensation for any work performed may be paid to a student-athlete:
    - i. Only for work actually performed;
    - ii. At a rate commensurate with the going rate in that locality for similar services;
    - iii. In instances where the student-athlete does not have a contract or agreement (oral or written) for name, image and likeness activities, an employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's product or services.

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**Please attach any supporting  
documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19293916194>

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## **ELIGIBILITY PROPOSAL 7**

Article V, Section 4.D.1.a.iii | Page 27 | Amateur Status/Compensation and Employment

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

Express or implied permission to use Name, Image, and Likeness (NIL) would constitute a contract. Generally, express or implied permission exists where the student-athlete expressly agreed to NIL use or reasonably should have known use was going to occur. A student-athlete cannot prevent others from using their NIL rights without approval, though they may seek legal remedies to address the issue after the fact. The NJCAA sanctioning a student-athlete for another individual or employer's unauthorized use of their NIL is not a legally defensible (or sensible) position to take.

Recommendation strikes D.3.a.iii.

### **CURRENT**

D. Compensation and Employment:

1. Criteria Governing Compensation to Student-Athletes

- a. Compensation for any work performed may be paid to a student-athlete:
  - i. Only for work actually performed;
  - ii. At a rate commensurate with the going rate in that locality for similar services;
  - iii. In instances where the student-athlete does not have a contract or agreement (oral or written) for name, image and likeness activities, an employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's product or services.

### **RECOMMENDATION**

D. Compensation and Employment:

3. Criteria Governing Compensation to Student-Athletes

- a. Compensation for any work performed may be paid to a student-athlete:
  - i. Only for work actually performed;
  - ii. At a rate commensurate with the going rate in that locality for similar services;
  - iii. ~~In instances where the student-athlete does not have a contract or agreement (oral or written) for name, image and likeness activities, an employer shall not use the athletics reputation of a student-athlete employee to promote the sale of the employer's product or services.~~

### **APPROVED**

NJCAA Eligibility Committee, January 9, 2026

### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:55 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442649235

## NJCAA Committee Proposal Submission Form

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**Your Name** Rob Chaney

---

**Email** rob.chaney@thefcsaa.com

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**Submitting Committee** Eligibility

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**Proposal Title/Topic** Impermissible Aid/Employment

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** August 1, 2026

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**Rationale for Proposal** Article V, Section 4.D.1.a.iii of the NJCAA Bylaws already defines legitimate and acceptable forms of employment. As such, anything that does not fall within the definition of legitimate employment is illegitimate employment. A separate bylaw that, in essence, states that employment that does not meet the requirements of legitimate employment is illegitimate is a duplicative and unnecessary bylaw.

Recommendation strikes 1.C.3 in its entirety.

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**Please specify the NJCAA Handbook section(s) affected** Article VI, Section 1.C.3

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**Current NJCAA Handbook Language** 3. Employment  
a. Illegitimate Employment: Student-athlete may not be engaged in employment for which they receive greater compensation than market value, or in which they are not required to work as hard as others in similar employment, or which is otherwise not legitimate employment.  
b. Employment Arrangements: No member college nor any representative of its athletic interests may arrange employment for any student-athlete or recruit.

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**Proposed NJCAA Handbook Language** 3. Employment  
a. Illegitimate Employment: Student-athlete may not be engaged in employment for which they receive greater compensation than market value, or in which they are not required to work as hard as others in similar employment, or which is otherwise not legitimate employment.  
b. Employment Arrangements: No member college nor any representative of its athletic interests may arrange employment for any student-athlete or recruit.

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**Please attach any supporting  
documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19293919680>

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## **ELIGIBILITY PROPOSAL 8**

Article VI, Section 1.C.3 | Page 36 | Impermissible Aid/Employment

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

Article V, Section 4.D.1.a.iii of the NJCAA Bylaws already defines legitimate and acceptable forms of employment. As such, anything that does not fall within the definition of legitimate employment is illegitimate employment. A separate bylaw that, in essence, states that employment that does not meet the requirements of legitimate employment is illegitimate is a duplicative and unnecessary bylaw.

Recommendation strikes 1.C.3 in its entirety.

### **CURRENT**

3. Employment
  - a. Illegitimate Employment: Student-athlete may not be engaged in employment for which they receive greater compensation than market value, or in which they are not required to work as hard as others in similar employment, or which is otherwise not legitimate employment.
  - b. Employment Arrangements: No member college nor any representative of its athletic interests may arrange employment for any student-athlete or recruit.

### **RECOMMENDATION**

- ~~3. Employment~~
  - ~~a. Illegitimate Employment: Student-athlete may not be engaged in employment for which they receive greater compensation than market value, or in which they are not required to work as hard as others in similar employment, or which is otherwise not legitimate employment.~~
  - ~~b. Employment Arrangements: No member college nor any representative of its athletic interests may arrange employment for any student-athlete or recruit.~~

### **APPROVED**

NJCAA Eligibility Committee, January 9, 2026

### **EFFECTIVE DATE**

August 1, 2026

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 17, 2026 9:57 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 69.243.228.3  
Unique ID: 1442649505

## NJCAA Committee Proposal Submission Form

<b>Your Name</b>	Rob Chaney
<b>Email</b>	rob.chaney@thefcsaa.com
<b>Submitting Committee</b>	Eligibility
<b>Proposal Title/Topic</b>	Sports Procedures/Multi-Sport Participants
<b>Type of Proposal</b>	Bylaw Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2026
<b>Rationale for Proposal</b>	Housekeeping to address how the “counter rule” applies to the small number of teams who compete in other governing bodies (i.e., NWAC).
<b>Please specify the NJCAA Handbook section(s) affected</b>	Article VII, Section 1.B
<b>Current NJCAA Handbook Language</b>	<p>B. <input type="checkbox"/> Multi-Sport Participants: A student-athlete who receives institutional athletic aid shall count against the total number of scholarships allowed in each sport in which the student-athlete participates.</p> <p>1. <input type="checkbox"/> Exemption: Cross Country, Half Marathon, Indoor and Outdoor Track &amp; Field shall be exempt from the above as outlined in the NJCAA Sports Procedures Chart counting requirement.</p>
<b>Proposed NJCAA Handbook Language</b>	<p>B. <input type="checkbox"/> Multi-Sport Participants: A student-athlete who receives institutional athletic aid for any NJCAA-certified sport, even if that team or student-athlete competes in a governing body other than the NJCAA, shall count against the total number of scholarships allowed in each sport in which the student-athlete participates.</p> <p>1. <input type="checkbox"/> Exemption: Cross Country, Half Marathon, Indoor and Outdoor Track &amp; Field shall be exempt from the above as outlined in the NJCAA Sports Procedures Chart counting requirement.</p>
<b>Please include any additional notes for your proposal. (Optional)</b>	
<b>Please attach any supporting documentation here. (Optional)</b>	<a href="https://njcaa.formstack.com/admin/download/file/19293923895">https://njcaa.formstack.com/admin/download/file/19293923895</a>

## **ELIGIBILITY PROPOSAL 9**

Article VII, Section 1.B | Page 41 | Sports Procedures/Multi-Sport Participants

**SUBMITTED BY:** NJCAA Eligibility Committee

### **RATIONALE**

Housekeeping to address how the “counter rule” applies to the small number of teams who compete in other governing bodies (i.e., NWAC).

### **CURRENT**

- B. Multi-Sport Participants: A student-athlete who receives institutional athletic aid shall count against the total number of scholarships allowed in each sport in which the student-athlete participates.
  - 1. Exemption: Cross Country, Half Marathon, Indoor and Outdoor Track & Field shall be exempt from the above as outlined in the NJCAA Sports Procedures Chart counting requirement.

### **RECOMMENDATION**

- B. Multi-Sport Participants: A student-athlete who receives institutional athletic aid for any NJCAA-certified sport, even if that team or student-athlete competes in a governing body other than the NJCAA, shall count against the total number of scholarships allowed in each sport in which the student-athlete participates.
  - 1. Exemption: Cross Country, Half Marathon, Indoor and Outdoor Track & Field shall be exempt from the above as outlined in the NJCAA Sports Procedures Chart counting requirement.

### **APPROVED**

NJCAA Eligibility Committee, March 6, 2026

### **EFFECTIVE DATE**

August 1, 2026

## **Insert at Article I, Section 4.-**

### **F. Health and Safety:**

1. Institutional Responsibility for Student-Athlete Health and Safety
  - a. Member institutions are responsible for maintaining policies and procedures that protect the health and safety of student-athletes consistent with NJCAA bylaws and nationally recognized medical standards.
2. Athletics Health Care Administrator
  - a. Each member institution shall designate an Athletics Health Care Administrator responsible for coordinating student-athlete health and safety initiatives and serving as the institutional contact for NJCAA health and safety communications.
  - b. The institution must confirm this designation annually during the membership dues renewal process and maintain accurate contact information throughout the academic year. The Athletics Health Care Administrator should be identified within the athletic department and listed on the institution's athletics website and the NJCAA database.
  - c. Ensure that, on an annual basis, the Athletics Health Care Administrator maintains current accreditation through the USCAH Accreditation Service.
3. Independent Medical Care
  - a. Member institutions shall establish an administrative structure that affirms the autonomous authority of primary athletics health care providers (team physicians and athletic trainers) to determine medical management and return-to-play decisions for student-athletes.
4. Concussion Management
  - a. Each member institution shall maintain and implement a concussion management plan. At minimum, the concussion management plan must include:
    - i. Annual education for student-athletes regarding concussion signs and symptoms and the importance of reporting injuries;
    - ii. Immediate removal from athletics activity of any student-athlete exhibiting signs, symptoms, or behaviors consistent with a

concussion;

- iii. Evaluation by a qualified medical professional experienced in the management of concussions; and
- iv. Medical clearance prior to return to athletics activity.

5. CPR / AED Certification

- a. An individual with current CPR/AED certification must be present or readily available during all organized practices, competitions, conditioning sessions, and workouts involving student-athletes. Institutions should ensure that designated athletics personnel maintain current certification in cardiopulmonary resuscitation (CPR), automated external defibrillator (AED) use, and first aid. At a minimum, the following personnel should maintain certification:
  - i. Athletic trainers and athletics health care providers;
  - ii. Head and assistant coaches;
  - iii. Strength and conditioning personnel; and
  - iv. Other athletics personnel supervising organized athletics activities.

6. Athletic Trainers and AED Availability

- a. An autonomous certified or licensed athletic trainer and an automated external defibrillator (AED) shall be provided at all NJCAA district and national championship events. The NJCAA recommends that, at a minimum, an AED and an autonomous certified or licensed athletic trainer or emergency medical technician be available during regular season contests and organized practices.

7. Protective Equipment

In any recognized sport where there is a significant risk of oral and/or facial injury, the NJCAA endorses the use of protective oral and/or facial equipment by student-athletes.

**Insert at Article I, Section 4.-**

**G. Institutional Health and Safety Compliance Certification and Audit:**

- 1. Annual Institutional Certification.

- a. Each active member institution shall annually certify compliance with the health and safety requirements set forth in Article I, Section 4.F. The certification shall be submitted to the NJCAA National Office by the institution's president (or designee), athletics director, and athletics health care administrator.
2. Documentation of Compliance.
    - a. Each member institution shall maintain and, upon request, submit documentation demonstrating compliance with the following:
      - i. Institutional policies and administrative structures that ensure the autonomous authority of primary athletics health care providers consistent with Section 4.F.3 (Independent Medical Care).
      - ii. A written concussion management plan and procedures consistent with Section 4.F.4, including documentation of annual student-athlete education and acknowledgment of concussion reporting responsibilities.
      - iii. Verification that the Athletics Health Care Administrator maintains current accreditation through the USCAH Accreditation Service, as required under Section 4.F.2.
      - iv. Documentation that designated athletics personnel, including coaches, athletics health care providers, and strength and conditioning personnel, maintain current certification in cardiopulmonary resuscitation (CPR), automated external defibrillator (AED) use, and first aid consistent with NJCAA health and safety standards.
3. Compliance Audits.
    - a. The NJCAA National Office shall have the authority to conduct periodic compliance reviews to verify adherence to the requirements of this section. Compliance reviews may include:
      - i. Random institutional audits conducted on a periodic basis;
      - ii. Targeted audits initiated in response to complaints, reported violations, or identified compliance concerns; and
      - iii. Requests for documentation or other information necessary to verify compliance with health and safety requirements.
4. Institutional Cooperation.
    - a. Member institutions shall cooperate fully with any compliance review conducted by the NJCAA and shall provide requested documentation within the timeframe established by the NJCAA National Office.
5. Corrective Actions and Sanctions.
    - a. If an institution is determined to be out of compliance with the requirements of this section, the NJCAA may take corrective actions and impose sanctions, which may include but are not limited to:
      - i. Mandatory training;
      - ii. Tiered sanctions;

- iii. Institutional fines;
- iv. Creation and submission of written action plan; and
- v. Other penalties as determined by the NJCAA National Office.



## **Sports Governance Meeting Minutes**

**January 7<sup>th</sup>, 2026**

**Attendance:** Darin Monroe, Kurt Kohler, Michael Landers, Alison Mohr, Ron Riggles, Melissa Grau, Mark Tucker, Dom Dimaggio, Derrick Worrels, Mary Young, Dean Myrick, Lorayne Chandler, Brycen McKeehan, Rod Lovett, Tyler Broderick, Brett Monaghan

### **Redefining Non-Collegial Conduct**

This section covers the committee's review and revision of the "non-collegial conduct" bylaw. The primary objective was to distinguish isolated, two-player altercations from larger brawls, preventing them from automatically triggering non-collegial. The discussion details the proposed language change—raising the threshold from two to three ejections in a single incident—and clarifies the National Office's retained authority to investigate any incident, culminating in a unanimous vote to approve the new definition. Tyler Broderick from the National Office reported a recent increase in non-collegial incidents, noting that men's soccer incidents had nearly doubled. The committee's goal was to amend the policy where an altercation involving just two players (one from each team) who are both ejected is automatically classified as a "non-collegial incident." The consensus was that such an event should be viewed as two separate ejections rather than an incident that earns a school tiered sanction points. The proposed new language defines non-collegial conduct as an incident with three or more ejections. This change prevents two-player incidents from automatically triggering the classification. The definition still includes "bench-clearing altercations" (defined as even one person leaving the bench), altercations with spectators, and contests not completed due to misconduct. After discussion, the committee agreed to remove a clarifying phrase ("one from each team") to ensure the rule covers scenarios where two players from the same team are ejected for fighting each other. To preserve oversight, the committee affirmed the National Office's right to request additional information on any ejection and to elevate a two-ejection incident to non-collegial status after further review. The motion to approve the updated definition of non-collegial conduct

passed unanimously. It was also agreed that all corresponding sections of the NJCAA handbook would be updated to reflect the change from “two” to “three.”

### **Determining the National Tournament Start Date**

This section details the committee’s debate over when the “national tournament” officially begins for the purpose of applying NJCAA rules, such as roster limits and tournament formats. The discussion contrasts the current “region/district” start with a proposed “final national tournament site” start. Arguments focus on the lack of consistency across regions, the difficulty of enforcement at the regional level, and the desire to grant regions autonomy over their qualifying tournaments. The committee voted to formally define the national tournament as beginning at the final tournament site, not at the preceding regional or district level. The core issue was the widespread confusion and inconsistency caused by the current rule, which designates the start of the national tournament at the region or district level. Several members argued that a regional tournament is not perceived as part of the final national championship and that applying national rules at this stage creates problems. Forcing teams to cut players for a regional tournament was cited as a major pain point, especially when playing against familiar regional opponents. Proponents of the change advocated for greater regional autonomy, allowing each region to determine its own tournament format, seeding criteria, and rules to best select its representative for the final championship. This approach, it was argued, simplifies enforcement for the NJCAA and places the responsibility for qualification standards on the regions themselves. While some concern was raised about losing consistency from the start of the postseason, the majority felt that the “district in the middle” created more conflict than clarity. The motion to officially define the start of the national tournament at the final championship site passed.

### **Establishing Standardized Roster and Personnel Limitations**

This section documents the extensive and complex discussion to create a consistent, formula-based system for national tournament roster limitations across all sports. The debate centered on achieving fairness and predictability for hosts and teams, while addressing the different needs of scholarship and non-scholarship divisions. The committee successfully passed a comprehensive motion establishing an all-inclusive personnel cap (players, coaches, staff) for both scholarship and non-scholarship programs, calculated as a percentage increase over the maximum number of Letters of Intent (LOIs) for each sport.

The committee tackled the long-standing issue of roster limits to create a consistent and equitable policy across all sports, which currently range from strict caps to no limits at all. The primary drivers for establishing a standard were the significant planning challenges faced by national tournament hosts regarding banquets, credentials, hotels, and athlete gifts, as well as ensuring quality student-athlete experience. Initial discussions revolved around whether to have limits at all. However, the need for consistency and host predictability led the committee to pursue a formula-based approach tied to the maximum number of Letters of Intent (LOIs) for each sport. After several motions failed—including setting scholarship limits equal to LOI max—the committee arrived at a comprehensive solution. Instead of capping only athletes, the new rule establishes a limit on the total number of team personnel (players, coaches, trainers, managers, etc.), giving individual teams the flexibility to decide their own roster composition.

The final, approved motion established the following all-inclusive personnel caps:

- **Scholarship Divisions:** Total personnel is limited to **LOI Max + 33%**.
  - Examples: Baseball (40), Basketball (20), Football (113), Soccer/Softball (32), Volleyball (19).
- **Non-Scholarship Divisions:** Total personnel is limited to **LOI Max + 40%**.
  - Examples: Baseball (42), Basketball (21), Football (119), Soccer/Softball (34), Volleyball (20).

This structure provides a consistent, predictable framework for hosts while granting teams autonomy in how they allocate their personnel spots for the national tournament.



## **Sports Governance Meeting Minutes**

**February 18<sup>th</sup>, 2026**

**Attendance:** *Darin Monroe, Kurt Kohler, Michael Landers, Alison Mohr, Melissa Grau, Mark Tucker, Dom Dimaggio, Derrick Worrels, Mary Young, Dean Myrick, Lorayne Chandler, Brycen McKeehan, Rod Lovett, Brett Monaghan, Andrew Givens*

### **Finalizing Eligibility Criteria for Sport Committees**

*The group's central objective was to lock in the final language governing eligibility for standing sport committees, ensuring clarity around who may serve and under what conditions.*

- *Eligible professional staff: The committee confirmed inclusion of regional directors, assistant regional directors, and board members—explicitly excluding the men's and women's senior administrators, board chair, and vice chair—from service on standing sport committees.*
- *Coaches' eligibility and roles:*

*Coaches may serve on divisional sport committees only if they hold an additional administrative assignment at their member college. Individuals who serve as head coaches should not be appointed as chair of the relevant division. The committee debated whether to narrowly define "additional administrative assignment" (e.g., limiting to AD/assistant AD) or to retain broader language. Members cited valuable non-AD roles (e.g., dean of student and athletics, coordinators) and favored flexibility, relying on regions and institutional context to assess "additional duties."*

*Consensus: retain the existing language for Section 1, Point 6 (coaches eligible only with an administrative assignment), accepting institutional and regional judgment to determine qualifying administrative responsibilities.*

- *Clarifying “current athletic administrators”:* The group revisited wording not finalized in December and affirmed practical guardrails. Concerns about committees becoming coach-heavy were balanced by structural oversight (senior women’s administrator, vice president, chair, vice chair).
- *Aspiring leaders’ role:* The committee confirmed aspiring leaders are permitted on committees in a non-voting, observational capacity—expected to listen during full calls and comment only when called upon by the chair.
- *Approval:* A motion was made and passed to accept the updated eligibility document language. The committee explicitly affirmed the language for Section 1, Point 6 as acceptable.

### **Deliberating the Game-Day Administrator Requirement**

*Proposal C introduced a requirement for a designated game-day administrator at events. While the committee previously aligned on “on site” language, significant uncertainties persisted around definitions, logistics, and enforceable responsibilities.*

- *Definitions and scope:*

*“On site” was defined as the physical presence of a designated individual within immediate and reasonable distance of the contest. Members acknowledged variability across campuses (e.g., one administrator reasonably covering softball and volleyball across campus) and the impossibility of similar coverage at neutral sites or all-day events (e.g., golf, tennis, track).*

*Current draft language explicitly targets “on campus events,” with discussion noting many “home” facilities are off campus (e.g., city parks). The group emphasized host-school responsibility regardless of location but cautioned against mandating administrator travel for neutral sites.*

- *Enforcement and logistics:*

*Proposed penalties (fines are per college, not per sport) for failure to comply:*

- *First offense: letter of reprimand to the athletic director and letter to the president.*
- *Second offense: \$500 fine, letter to the president, and required action plan.*

- *Third offense: \$2000 fine, letter to the president.*
- *Fourth offense: \$3000 fine, letter to the president.*

*Members highlighted challenges when multiple events occur simultaneously and the risk of inconsistent coverage leading to penalties.*

*The committee recognized that only physical presence is realistically enforceable; highly recommended protocols for administrator conduct would be guidance rather than sanctionable mandates.*

- *Legal considerations and staffing realities:*

*The emergency board meeting call raised questions about institutional liability, prompting caution. Administrators may tap non-athletic staff to fill coverage gaps; some argued an athletic trainer present on site should be eligible as administrator, given their focus on safety and practical ability to communicate.*

- *Decision: Due to legal and logistical complexity, the proposal was tabled until the next meeting, pending legal review and clarification by Jeff White. Supporting materials (bulleted duties, sample language) will be circulated to aid future deliberations.*

## **Revising Scheduling Policies for Non-NJCAA Opponents**

*The committee addressed persistent confusion around contests versus stat-counting against non-NJCAA opponents, honing in on scholarship-level programs while deferring non-scholarship considerations for a separate proposal.*

- *Scholarship-only scheduling restrictions:*

*New rule: NJCAA members shall only schedule regular season contests against NJCAA members, NJCAA-approved military programs, California Community Colleges Athletic Association members, or NAIA/NCAA-affiliated four-year varsity/JV programs. Scholarship programs are prohibited from scheduling club and prep schools.*

*JV game cap: JV contests are limited to a maximum of 10% of the allowable sports schedule as listed in the NJCAA sport procedure chart. Example: Baseball's 56-game allowance permits 6 JV games. If a team exceeds the*

*allowable 10% of JV games on their schedule, they will be subject to penalties (forfeits, reduction of games for the next season, etc.).*

*Per current practice, JV game stats entered in systems are excluded from at-large seeding and awards (e.g., Player of the Week, All-American), yet they remain in recorded results.*

- **Vote and implementation:**

*The motion to adopt the scholarship-only restrictions (ban on club/prep contests; JV max at 10%) passed.*

*Implementation date: Fall 2027.*

*Non-scholarship programs will craft a separate proposal, acknowledging different scheduling needs and practices.*

## **Approving Urgent District Realignment for Soccer and Other Sports**

*In response to 2026-27 and 2027-28 team declarations, the committee approved targeted district realignments to uphold competitive fairness and postseason viability, with detailed configurations for Division I Men's and Women's Soccer, and updates for Division II Women's Soccer and Division II Volleyball.*

- **Division I Men's Soccer (2026-27, 2027-28):**
  - *Issue: Three solo districts in the East (Regions 3, 19, 20) each had only one team, risking a three-team district with an automatic qualifier—unbalanced relative to other districts.*
  - *Decision: Consolidate East and Southeast into one East district; host site is Region 10 (predetermined). This reconfiguration yields a district aligned with the typical 12-team size.*
  - **Slots:**
    - *Regions 3, 19, 20 (combined) play for one spot.*
    - *Regions 8, 10, and 17 each receive one spot.*
  - **Matchups:**
    - *Fall 2026: 3/19/20 winner vs. Region 10 winner; Region 8 winner vs. Region 17 winner for the finals.*



- *Division II Volleyball:*
  - *No district changes for 2026-27.*
  - *Gulf South District growth: Now the largest overall district (26 or 27 teams).*
  - *Evaluation plan: After the 2026 tournament, the committee will assess whether Gulf South should receive a second bid, comparing it with the Southeast (Regions 10 and 7) and Midwest districts. A recommendation for bid allocation changes, if any, will be made no later than January 2027.*
  - *Rationale context: Central and Plains districts, although smallest with two bids, are among the strongest and most successful, so reallocation should strengthen—not weaken—the tournament. Divisional philosophies noted: Division 3 is geographic, Division 2 mixes geography and performance, Division 1 is primarily performance-based.*



## **Sports Governance Meeting Minutes**

**March 4<sup>th</sup>, 2026**

**Attendance:** Darin Monroe, Derrick Worrels, Mark Tucker, Alison Mohr, Rod Lovett, Dean Myrick, Kurt Kohler, Michael Landers, Lorayne Chandler, Kerri-Ann McTiernan, Mary Young, Brycen McKeehan

### **Sport Committee Selection**

- The committee discussed the process at which sports committees are selected each year. They discuss wanting to increase efficiency, specialized expertise, and a better path for sport growth for each NJCAA committee. A topic that was brought up is wanting to have a broader membership engagement and having more opportunities for individuals to serve.

### **Non-Collegial Language**

- The group also discusses the current language and process for reporting individual rejection. It is noted that the penalties have corrected behavior historically, but elevating two individual ejections into a non-collegial is unnecessary.
- The committee has set the threshold for 3 or more individuals that are ejected from the same play to meet the requirement of a non-collegial. This will remove the "one-for-one" scenarios to ensure administrators can focus on mass participation rather than routine officiating matters.
- The Sports Governance Committee would also like to align Tiered Sanction points with serious offenses. This allows the committee to focus on the threats to sportsmanship and the game integrity rather than escalating isolated incidents.

### **Non-Gameday Related Meals**

- Under the current language, non-game day related meals start August 1<sup>st</sup>. The committee brings up the point that many fall sport athletes arrive at campus

housing or begin team activities prior to the August 1<sup>st</sup> date. This update would allow non-gameday related meals to be provided during this time.

### **Offseason Funds**

- With the new Non-Gamedat Related Meals proposal, this bylaw would then conflict with the meals allowance.
- The proposed change is to change the wording to allow funds for non-gameday related meals during the offseason but for nothing else.

### **Scholarship Only: Scheduling Club/Prep/JV Programs**

- Would allow four-year college JV scheduling to maintain positive relationships our colleges have with them. It also serves as a great recruiting opportunity for our student-athletes looking to transfer to four-year schools to continue their athletic career. Knowing the NJCAA policy, it would be at the discretion of each NJCAA member whether they schedule JV contests or not.
- NJCAA members shall only schedule regular season contests against colleges who are members of the NJCAA, NJCAA approved military programs, Northwest Athletic Conference, California Community College Athletic Association, or NAIA/NCAA/NCCAA affiliated four-year college varsity/junior varsity programs. Teams can schedule up to 10% maximum of their schedule based upon the sports procedure chart.

### **Non-Scholarship: Scheduling Club/Prep/JV Programs**

- This would allow four-year college JV scheduling to maintain positive relationships our colleges have with them. It also serves as a great recruiting opportunity for our student-athletes looking to transfer to four-year schools to continue their athletic career. Knowing the NJCAA policy, it would be at the discretion of each NJCAA member whether they schedule JV contests or not. Since non-scholarship colleges do not have a level below them like NJCAA DI and DII colleges do, competing against 4-year JV programs and counting the results and stats helps non-scholarship programs fill schedules with contests that benefit them and are worth the financial commitment to those contests.

### **Termination of Season or Sport**

- The purpose of this proposal is to ensure that the NJCAA National Office has the most up to date and accurate information regarding active teams. June 1<sup>st</sup> and November 1<sup>st</sup> are firm deadlines to ensure that scheduling and divisional alignments are based on an accurate participating number.

- Clear notification also protects the eligibility of the student athletes and allows them to transfer to another institution. This notification system and tiered sanction penalty, the NJCAA incentivizes schools to make decisions in advance and protects the budgets of the institutions.

### **Travel Roster Limitations – National Tournament**

- The committee also discusses the travel roster limitation at the National Tournament. Establishing a maximum travel roster based on Letter of Intent (LOI) limits ensures that postseason expenses remain proportional to a program's standard operational size. This policy protects host budgets from unpredictable costs related to banquets, gifts, and accommodations. It ensures that championship events remain financially viable for host institutions. Host institutions and the NJCAA must manage strict logistical constraints, including hotel room blocks, banquet seating capacities, and the procurement of awards/gifts. By setting a hard cap on the "official" roster (LOI + 33% or 40%), hosts can provide a high-quality experience with guaranteed resources for all essential participants, rather than diluting the experience to accommodate unlimited travel parties.
- There is a buffer provided for staff coaches, managers, athletic trainers, and other team personnel.

### **National Tournament Start Date**

- The group defines the National Tournament start date as the first official day of the championship event. This grants the districts and regions the authority to determine their own qualifier formats.

### **Game Day Administrator**

- **Mandate:** Require a designated institutional representative at every contest to improve event management and safety.
  - **Proof Problem:** Opponents can allege absence; there's no standardized evidence of presence (e.g., signature in scorebook is non-binding and time-limited).
  - **Role Definition:** "Designated institutional representative" is unclear—police on duty, volunteers, work-study students, and non-employees present liability and authority questions; campuses differ on HR onboarding and authorization.

- Illness/last-minute absence—unclear if contests proceed, if forfeits apply, or if fines are levied despite reasonable proximity/coverage.
- Path Forward: Advance the proposal to the Board to obtain formal feedback and define: employee-only requirement vs HR-approved volunteers, acceptable proof of presence (audit trail beyond scorebook signatures), contingency protocols (last-minute substitution authority), and sanction schema that distinguishes diligence from negligence.

### **Eligibility: At-Large Bids Without Postseason Participation**

- If a team cannot or does not play in its regional postseason, it should not advance; regions must fix tournament formats to ensure best teams participate.
- Structural inequities (e.g., Region 8 Panhandle limits) and mandated cross-division schedules can unfairly exclude strong teams; an at-large path without postseason participation may be warranted in specific cases.
- Eligibility needs a clear rule on at-large consideration for non-postseason participants, paired with regional accountability to correct tournament formats; committees must avoid policing region structures while preventing deliberate postseason “opt-outs” for rest or gamesmanship.

### **Dual Membership and Two-Year Limit**

- Article Five currently allows teams to forgo NJCAA postseason and compete in another organization if they choose not to participate in the NJCAA postseason
- Bylaws state member colleges may not sponsor athletic programs that participate beyond the two-year level; four-year degree expansion and retention incentives push campuses to consider four-year athletic continuity, creating tension with NJCAA identity and fairness.
- Two distinct decisions are required: (1) whether dual association participation is allowed concurrently for the same sport when rosters are non-overlapping; (2) whether any program composition involving juniors/seniors/fifth-year athletes violates the “beyond two-year” prohibition, regardless of association. The committee must define coaching staff separation, facility/resource sharing limits, recruiting conflict safeguards, and explicit compliance checks to prevent competitive advantage if competition is allowed.

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 13, 2026 10:16 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1441326380  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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**Your Name** Darin Monroe

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**Email** d.monroe@rockvalleycollege.edu

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**Submitting Committee** Sports Governance

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**Proposal Title/Topic** Committee Selection

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**Type of Proposal** Sport Code Change

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**Proposed Effective Date of Proposal** May 1, 2026

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**Rationale for Proposal** To increase efficiency, specialized expertise, and more streamlined path for sport-specific growth for each of the NJCAA Committee, while allowing for broader membership engagement and professional opportunities to serve on committees

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**Please specify the NJCAA Handbook section(s) affected** Section 11. NJCAA Sport Committee & Poll Process (Sport Codes)

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**Current NJCAA Handbook Language** Sport Committees  
Each standing sport committee will consist of members of the committee, chosen by the Men's or Women's Administrator of the Board of Regents, with guidance from the Chair of the Board of Regents and the NJCAA National Office.  
Sport Committee Duties (if applicable):

- Rankings
  - o Preseason
  - o Regular Season
  - o Postseason
- National Tournament At-Large Selection
- National Tournament Seeding
- All-America and Postseason Award Selection
- Sport Governance Oversight and Maintenance of Sport Codes

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## Proposed NJCAA Handbook Language

### Sport Committees

Each standing sport committee will consist of members of the committee, chosen by the Men's or Women's Administrator of the Board of Regents, with guidance from the Chair of the Board of Regents and the NJCAA National Office.

Sport Committee Duties (if applicable):

- □ Rankings
  - o □ Preseason
  - o □ Regular Season
  - o □ Postseason
- □ National Tournament At-Large Selection
- □ National Tournament Seeding
- □ All-America and Postseason Award Selection
- □ Sport Governance Oversight and Maintenance of Sport Codes

### Poll Committees

Poll committees shall be made up of the members of the sport committee.

### District Representative Voters

- □ Each sport committee may add additional poll voters to ensure full District representation in the regular season poll for any District that is not represented by a member of the sport committee.
- □ Additional poll voters will be selected by the Sport Chair.
  - o □ NJCAA National Office will assist in sourcing additional poll voters via recommendations from the Committee, Coaches Association, Region Leadership, and/or online nomination process.
  - o □ NJCAA National Office will send an initial communication to the Sport Chair no later than six weeks prior to the regular season poll being released. Sport Chair and/or Committee shall decide if they will add additional poll voters no later than one month prior to the regular season poll call being released.
- □ Additional poll voters shall only vote on preseason and regular season polls. Additional poll voters are not permitted to vote on at-large selection or seeding calls, All-America selection, or postseason polls.
- □ Additional poll voters shall be permitted to participate during the national tournament at-large selection and/or seeding call to provide input and insight from their district but will leave the call after providing their update.
- □ Additional poll voters may be coaches, sport information directors, or administrators and DO NOT have to be Region Directors or Assistant Region Directors.

### ELIGIBILITY & SELECTION PROCESS FOR STANDING AND SPORT COMMITTEES

(Page 18 in Policies manual)

Section 1. Eligible Professional Staff Members for Standing and Sport Committees include:

1. □ Regional Directors

2. □Assistant Regional Directors
3. □Board Members (not to include Men's and Women's Sr. Admin, Chair or Vice Chair)
4. □Presidents' Commission Members (Standing committees)
5. □Current Athletic Administrators
  - a. □Coaches are eligible to serve on Divisional Sport Committees only if they also hold additional administrative assignment at their respective member college. Individuals who serve as head coaches should not be appointed as chair of the relevant division.

#### Section 2. Selection Process for Committee Assignments

1. □The Senior Men's and Women's Administrator shall work with the national office to call for all requests for committee assignments to the eligible group of leaders.
2. □The Senior Men's and Women's Administrator shall review the requests and assign all committees with final approval from the board chair.
3. □The following applications should apply to committee assignment:
  - a) □No Region can have more than one individual serving on a single committee.
  - b) □Individuals who also serve as head coaches of a sport should not be chair relevant division.
4. □In event there is a mid-year change to a committee the Senior Men's and Women's Administrator shall work with the national office to appoint a replacement.

#### Section 3. Selection Process for Additional Committee Eligible Members Per Region

1. □Each Region's Board of Regent representative, with input from region leadership (RD's/ARD's), must submit one NJCAA Regional Composite Committee Request Form to include a member college professional staff nominee for each sport and division offered within the Region.
2. □These nominations are due by May 15th annually.

**Please include any additional notes for your proposal. (Optional)**

Cleaner version attached.

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**Please attach any supporting documentation here. (Optional)**

<https://www.formstack.com/admin/download/file/19276298386>

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# PROPOSAL A: Sport Committee Selection

## RATIONALE

To increase efficiency, specialized expertise, and more streamlined path for sport-specific growth for each of the NJCAA Committee, while allowing for broader membership engagement and professional opportunities to serve on committees.

## CURRENT BYLAW

None

## PROPOSED NEW LANGUAGE / ADDITION

### Section 11. NJCAA Sport Committee & Poll Process (Sport Codes)

#### Sport Committees

Each standing sport committee will consist of members of the committee, chosen by the Men's or Women's Administrator of the Board of Regents, with guidance from the Chair of the Board of Regents and the NJCAA National Office.

Sport Committee Duties (if applicable):

- Rankings
  - Preseason
  - Regular Season
  - Postseason
- National Tournament At-Large Selection
- National Tournament Seeding
- All-America and Postseason Award Selection
- Sport Governance Oversight and Maintenance of Sport Codes

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Poll committees shall be made up of the members of the sport committee.

District Representative Voters

- Each sport committee may add additional poll voters to ensure full District representation in the regular season poll for any District that is not represented by a member of the sport committee.
- Additional poll voters will be selected by the Sport Chair.
  - NJCAA National Office will assist in sourcing additional poll voters via recommendations from the Committee, Coaches Association, Region Leadership, and/or online nomination process.
  - NJCAA National Office will send an initial communication to the Sport Chair no later than six weeks prior to the regular season poll being released. Sport Chair and/or Committee shall decide if they will add additional poll voters no later than one month prior to the regular season poll call being released.
- Additional poll voters shall only vote on preseason and regular season polls. Additional poll voters are not permitted to vote on at-large selection or seeding calls, All-America selection, or postseason polls.
- Additional poll voters shall be permitted to participate during the national tournament at-large selection and/or seeding call to provide input and insight from their district but will leave the call after providing their update.
- Additional poll voters may be coaches, sport information directors, or administrators and DO NOT have to be Region Directors or Assistant Region Directors.

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(Page 18 in Policies manual)

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2. Assistant Regional Directors
3. Board Members (not to include Men's and Women's Sr. Admin, Chair or Vice Chair)
4. Presidents' Commission Members (Standing committees)
- ~~5.~~ Current Athletic Administrators
  - a. Coaches are eligible to serve on Divisional Sport Committees only if they also hold additional administrative assignment at their respective member college. Individuals who serve as head coaches should not be appointed as chair of the relevant division.

Section 2. Selection Process for Committee Assignments

1. The Senior Men's and Women's Administrator shall work with the national office to call for all requests for committee assignments to the eligible group of leaders.
2. The Senior Men's and Women's Administrator shall review the requests and assign all committees with final approval from the board chair.
3. The following applications should apply to committee assignment:
  - a) No Region can have more than one individual serving on a single committee.
  - b) Individuals who also serve as head coaches of a sport should not be chair relevant division.
4. In event there is a mid-year change to a committee the Senior Men's and Women's Administrator shall work with the national office to appoint a replacement.

Section 3. Selection Process for Additional Committee Eligible Members Per Region

1. Each Region's Board of Regent representative, with input from region leadership (RD's/ARD's), must submit one NJCAA Regional Composite Committee Request Form to include a member college professional staff nominee for each sport and division offered within the Region.
2. These nominations are due by May 15<sup>th</sup> annually.

### APPROVAL

Approved by Sport Governance on 2/18/2026

Submitted on NJCAA Jot Form 3/3/2026: Approved 3/4/26

## Item 5022 Sport Committee Selection

### RATIONALE

To increase efficiency, specialized expertise, and more streamlined path for sport-specific growth for each of the NJCAA Committee, while allowing for broader membership engagement and professional opportunities to serve on committees.

### CURRENT BYLAW

None

### PROPOSED NEW LANGUAGE / ADDITION

#### Section 11. NJCAA Sport Committee & Poll Process (Sport Codes)

##### Sport Committees

Each standing sport committee will consist of members ~~of the committee~~, chosen by the Men's Senior Administrator, Women's Senior Administrator, ~~and Vice Chair~~ of the Board of Regents, with guidance from the NJCAA National Office and final approval from the Chair of the Board of Regents.

Sport Committee Duties (if applicable):

- Rankings
  - Preseason
  - Regular Season
  - Postseason
- National Tournament At-Large Selection
- National Tournament Seeding
- All-America and Postseason Award Selection
- Sport Governance Oversight and Maintenance of Sport Codes

##### Poll Committees

Poll committees shall be made up of the members of the sport committee.

District Representative Voters

- Each sport committee may add additional poll voters to ensure full District representation in the regular season poll for any District that is not represented by a member of the sport committee.
- Additional poll voters will be selected by the Sport Chair.
  - NJCAA National Office will assist in sourcing additional poll voters via recommendations from the Committee, Coaches Association, Region Leadership, and/or online nomination process.
  - NJCAA National Office will send an initial communication to the Sport Chair no later than six weeks prior to the regular season poll being released. Sport Chair and/or Committee shall decide if they will add additional poll voters no later than one month prior to the regular season poll call being released.
- Additional poll voters shall only vote on preseason and regular season polls. Additional poll voters are not permitted to vote on at-large selection or seeding calls, All-America selection, or postseason polls.
- Additional poll voters shall be permitted to participate during the national tournament at-large selection and/or seeding call to provide input and insight from their district but will leave the call after providing their update.
- Additional poll voters may be coaches, sport information directors, or administrators and DO NOT have to be Region Directors or Assistant Region Directors.

## ELIGIBILITY & SELECTION PROCESS FOR STANDING AND SPORT COMMITTEES

(Page 18 in Policies manual)

Section 1. Eligible Professional Staff Members for Standing and Sport Committees include:

1. Regional Directors
2. Assistant Regional Directors
3. Board Members (not to include Men's and Women's Sr. Admin, Chair or Vice Chair)
4. Presidents' Commission Members (Standing committees)
5. Employees of the Region
6. Current Athletic Administrators
  - a. Coaches are eligible to serve on Divisional Sport Committees only if they also hold additional administrative assignment at their respective member college. Individuals who serve as head coaches should not be appointed as chair of the relevant division.

Section 2. Selection Process for Committee Assignments

1. The Senior Men's and Women's Administrator shall work with the national office to call for all requests for committee assignments to the eligible group of leaders.
2. The Senior Men's and Women's Administrator's, alongside the Vice Chair of Board of Regents shall review the requests and assign all committees with final approval from the Board Chair.
3. The following applications should apply to committee assignment:
  - a) No Region can have more than one individual serving on a single committee.
  - b) Individuals who also serve as head coaches of a sport should not be chair relevant division.
4. In event there is a mid-year change to a committee the Senior Men's and Women's Administrator, alongside the Vice Chair of Board of Regents shall work with the national office to appoint a replacement, with final approval from the Board Chair.

Section 3. Selection Process for Additional Committee Eligible Members Per Region

1. Each Region's Board of Regent representative, with input from region leadership (RD's/ARD's), must submit one NJCAA Regional Composite Committee Request Form to include a member college professional staff nominee for each sport and division offered within the Region.
2. These nominations are due by May 15<sup>th</sup> annually.

### APPROVAL

Approved by Sport Governance on 2/18/2026

Submitted on NJCAA Jot Form 3/3/2026: Approved 3/4/26

Resubmitted on NJCAA Jot Form 3/13/2026

Amendment: Addition of Vice Chair to Language

Amendment: Addition of Employees of the Region for Eligible Professional Staff Members for Standing and Sport Committees

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: February 19, 2026 8:14 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1433955087  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	Non-Collegial Language Update
<b>Type of Proposal</b>	Policy Manual Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2026

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### Rationale for Proposal

Current NJCAA bylaws already mandate specific reporting for individual ejections. These standard penalties have historically proven sufficient for correcting individual behavior. Elevating these instances to Non-Collegial Conduct is unnecessary as it does not threaten the overall safety of the venue or the completion of the contest.

By setting the threshold at three or more individuals, the NJCAA can distinguish between "player-to-player" conflict and "team-to-team" volatility. Excluding the "one-for-one" scenario ensures that athletic directors can focus their resources on investigating systemic breakdowns and mass-participation incidents rather than routine officiating matters.

The Sport Governance Committee seeks to align Tiered Sanction points with the most serious offenses. Excluding dual-team single ejections prevents the disproportionate escalation of penalties for isolated incidents, allowing the committee to focus oversight on significant threats to sportsmanship and game integrity.

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### Please specify the NJCAA Handbook section(s) affected

Sportsmanship. Section 3. A

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**Current NJCAA Handbook  
Language**

Section 3 - Non-Collegial Incident

A. Definition - Any act or incident not in accordance with NJCAA Policies Manual - Sportsmanship or the respective NCAA Rule Book, and or any sportsmanship situation not appropriately ruled on by the game officials in charge of the contest in accordance with NJCAA bylaws. Examples: multiple ejections, bench clearing altercations, postgame altercations, game official(s) in charge of the contest does not allow the contest to be completed in its entirety

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**Proposed NJCAA Handbook  
Language**

Non-Collegial Conduct is defined as the following:

- Any act, behavior, or incident that violates the NJCAA Sportsmanship Policy & Code of Conduct and/or the respective NCAA Rule Book, or
- Any circumstances in which proper sportsmanship expectations were not upheld and were not appropriately addressed by the game officials before, during or after the contest, in accordance with NJCAA bylaws.

Examples of Non-Collegial Conduct include, but are not limited to:

- A single incident in which three (3) or more individuals are ejected
- Bench-clearing altercation
- Altercation involving spectators
- Contest is not completed in its entirety due to misconduct
- Incidents before, during or after the contest that requires on-site administrative intervention.

Note: For clarification, an incident resulting in two ejections - one from each team - is not considered non-collegial conduct. This would be dealt with the same as a single ejection would be normally.

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Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 13, 2026 10:20 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1441328121  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	Non-Gameday Related Meals
<b>Type of Proposal</b>	Bylaw Change
<b>Proposed Effective Date of Proposal</b>	July 1, 2026
<b>Rationale for Proposal</b>	Many fall sport athletes are required to move into campus housing or begin team meetings prior to August 1st. This update would allow for non-gameday related meals to be provided during this time.
<b>Please specify the NJCAA Handbook section(s) affected</b>	Article VII. Section 1. B.4.c.i.a
<b>Current NJCAA Handbook Language</b>	Member Colleges or Athletic Interests may provide up to 16 non-game day related meals from August 1st - June 10th. The cost per student-athlete must not exceed the standard meal allowance provided to a college employee on official business.
<b>Proposed NJCAA Handbook Language</b>	Member Colleges or Athletic Interests may provide up to 16 non-game day related meals from July 1st - June 30th. The cost per student-athlete must not exceed the standard meal allowance provided to a college employee on official business.

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Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 13, 2026 10:26 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1441330716  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	Offseason Funds
<b>Type of Proposal</b>	Policy Manual Change
<b>Proposed Effective Date of Proposal</b>	July 15, 2026
<b>Rationale for Proposal</b>	Bylaw conflicts with Non-Gameday Related meal allowance.
<b>Please specify the NJCAA Handbook section(s) affected</b>	Article VII. Section 2. A.3.d.
<b>Current NJCAA Handbook Language</b>	Funds: No college funds or benefits may be used or provided for any current or prospective student-athlete during the off season
<b>Proposed NJCAA Handbook Language</b>	Funds: No college funds or benefits outside of non-gameday related meal allowance may be used or provided for any current or prospective student-athlete during the off season
<b>Please include any additional notes for your proposal. (Optional)</b>	

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Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 13, 2026 10:31 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1441332810  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	Scholarship Programs Only: Scheduling Club/Prep/JV Programs
<b>Type of Proposal</b>	Sport Code Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2027
<b>Rationale for Proposal</b>	Would allow four-year college JV scheduling to maintain positive relationships our colleges have with them. It also serves as a great recruiting opportunity for our student-athletes looking to transfer to four-year schools to continue their athletic career. Knowing the NJCAA policy, it would be at the discretion of each NJCAA member whether they schedule JV contests or not.
<b>Please specify the NJCAA Handbook section(s) affected</b>	Sport Codes General Section 12 (Turn Ball Contracts to 13) and the bottom of the Sports Procedure Chart
<b>Current NJCAA Handbook Language</b>	Any games played against non-member programs, except for NJCAA approved military programs, NWAC, or California Junior Colleges, will not be included in the rankings, seeding, or at-large considerations. The NJCAA plans to work with Presto Sports to ensure that those non-member games are removed from seeding reports for committees

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**Proposed NJCAA Handbook Language**

NJCAA members shall only schedule regular season contests against colleges who are members of the NJCAA, NJCAA approved military programs, Northwest Athletic Conference, California Community College Athletic Association, or NAIA/NCAA/NCCAA affiliated four-year college varsity/junior varsity programs. Allow members to schedule JV games with maximum of 10% per allowable sport schedule as per the NJCAA Sport Procedures chart.

☐☐The NJCAA Sport Procedures Chart identifies those sports which count dates of competition vs. games.

☐☐Allowable Sport schedule (games or dates) is to be multiplied by 0.1 and rounded up to the next complete game or date (for example 10% of a 56-game schedule is 5.6 or 6 games.)

o☐Anything over 10% shall be counted as a scrimmage date.

☐☐Stats and Results with 10% max would now count.  
Implementation Date of Fall 2027.

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**Please include any additional notes for your proposal. (Optional)**

Cleaner version attached.

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**Please attach any supporting documentation here. (Optional)**

<https://www.formstack.com/admin/download/file/19276381889>

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# PROPOSAL E: Scholarship Only: Scheduling Club/Prep/JV Programs

## RATIONALE

Would allow four-year college JV scheduling to maintain positive relationships our colleges have with them. It also serves as a great recruiting opportunity for our student-athletes looking to transfer to four-year schools to continue their athletic career. Knowing the NJCAA policy, it would be at the discretion of each NJCAA member whether they schedule JV contests or not.

## SUBMITTED BY

Sport Governance Committee

## CURRENT BYLAW

Any games played against non-member programs, except for NJCAA approved military programs, NWAC, or California Junior Colleges, will not be included in the rankings, seeding, or at-large considerations. The NJCAA plans to work with Presto Sports to ensure that those non-member games are removed from seeding reports for committees

## PROPOSED NEW LANGUAGE / ADDITION

### Scholarship

NJCAA members shall only schedule regular season contests against colleges who are members of the NJCAA, NJCAA approved military programs, Northwest Athletic Conference, California Community College Athletic Association, or NAIA/NCAA/NCCAA affiliated four-year college varsity/junior varsity programs.

Allow members to schedule JV games with maximum of 10% per allowable sport schedule as per the NJCAA Sport Procedures chart.

- The NJCAA Sport Procedures Chart identifies those sports which count dates of competition vs. games.
- Allowable Sport schedule (games or dates) is to be multiplied by 0.1 and rounded up to the next complete game or date (for example 10% of a 56-game schedule is 5.6 or 6 games.)
  - Anything over 10% shall be counted as a scrimmage date.
- Stats and Results with 10% max would now count.

Implementation Date of Fall 2027.

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 16, 2026 3:47 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 64.13.21.47  
Unique ID: 1442150269  
Location: 42.2556, -89.0848

## NJCAA Committee Proposal Submission Form

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**Your Name** Darin Monroe

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**Email** d.monroe@rockvalleycollege.edu

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**Submitting Committee** Sports Governance

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**Proposal Title/Topic** Non-Scholarship Only: Scheduling Club/Prep/JV Programs

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**Type of Proposal** Sport Code Change

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**Proposed Effective Date of Proposal** August 1, 2027

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**Rationale for Proposal**

Would allow four-year college JV, club teams, and other non-NJCAA member college scheduling to maintain positive relationships our colleges have with them. It also serves as a great recruiting opportunity for our student-athletes looking to transfer to four-year schools to continue their athletic career. Knowing the NJCAA policy, it would be at the discretion of each NJCAA member whether they schedule JV, club, or non-NJCAA member college contests or not. Since non-scholarship colleges do not have a level below them like NJCAA DI and DII colleges do, competing against 4-year JV programs and club programs, and counting the results and stats, helps non-scholarship programs fill schedules with contests that benefit them and are worth the financial commitment to those contests. In addition, at the DIII-level, NJCAA colleges may switch to club status when there are low roster numbers or other reasons that impact a program's ability to complete a season as a varsity team. By allowing varsity teams to compete against NJCAA club teams and count the stats and records, it helps the varsity team maintain a complete schedule, while helping the club program keep students engaged and building toward establishing a varsity program the following year.

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**Please specify the NJCAA Handbook section(s) affected** Sports Code General Section 12 (Ball Contracts to 13) and at the bottom of the Sports Procedure Chart

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**Current NJCAA Handbook  
Language**

Any games played against non-member programs, except for NJCAA approved military programs, NWAC, or California Junior Colleges, will not be included in the rankings, seeding, or at-large considerations. The NJCAA plans to work with Presto Sports to ensure that those non-member games are removed from seeding reports for committees.

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**Proposed NJCAA Handbook  
Language**

NJCAA members shall only schedule regular season contests against colleges that are members of the NJCAA, NJCAA-approved military programs, Northwest Athletic Conference, California Community College Athletic Association, NAIA/NCAA-affiliated four-year college varsity/junior varsity programs, NJCAA-approved club programs, or NAIA/NCAA-affiliated four-year college club programs and post-grad club teams. Stats and results for any games played against these programs will be counted and included in the rankings, seeding, or for at-large considerations.

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Form Name:	NJCAA Committee Proposal Submission Form
Submission Time:	March 13, 2026 10:36 am
Browser:	Chrome 145.0.0.0 / Windows
IP Address:	131.156.49.244
Unique ID:	1441334553
Location:	42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	Termination of a Sport or Season
<b>Type of Proposal</b>	Bylaw Change
<b>Proposed Effective Date of Proposal</b>	June 1, 2026

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### Rationale for Proposal

The primary objective of this proposal is to ensure that the NJCAA National Office maintains real-time, accurate data regarding active programs. Establishing firm deadlines (June 1st and November 1st) ensures that scheduling and divisional alignments for the upcoming seasons are based on actual participating members.

Clear notification requirements protect the eligibility of student-athletes. By formalizing the termination process, the NJCAA can provide immediate guidance on student-athletes ability to transfer to another institution as it would provide student-athletes adequate time to find another program to participate. Without a documented termination date and status (permanent vs. one-year), student-athletes may find themselves in limbo, potentially wasting opportunities to participate.

Late-season cancellations cause significant financial strain on opposing institutions that have already committed funds to travel, officiating, and facility rentals. By implementing a notification system and a tiered penalty structure, the NJCAA incentivizes colleges to make sustainability decisions well in advance, thereby protecting the budgets and schedules of other member institutions within the region.

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### Please specify the NJCAA Handbook section(s) affected

Article VII. Section 1.A

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**Current NJCAA Handbook  
Language**

Termination of a Sport or Season: If circumstances cause an NJCAA member college to terminate its participation in a sport or season the member college shall notify the NJCAA National Office to ensure eligibility, website and organization records are accurate. The Notification must include the sport, gender, division, when the termination will take effect and if it is a permanent termination or one year/season termination. Email this notification to [membership@njcaa.org](mailto:membership@njcaa.org)

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**Proposed NJCAA Handbook  
Language**

Termination of a Sport or Season: If circumstances cause an NJCAA member college to terminate its participation in a sport or season or declare club status, the member college must notify the NJCAA National Office to ensure eligibility, website and organization records are accurate before the following dates to avoid sanctions:

July 1st: Fall/Winter Sports

November 1: Spring Sports

The Notification must include the sport, gender, division, when the termination will take effect and if it is a permanent termination or one year/season termination. Email this notification to [membership@njcaa.org](mailto:membership@njcaa.org)

Termination of Seasons in 5-year window:

- 1st Offense: Approved Action Plan submitted to NJCAA National Office and Region Leadership.
  - 2nd Offense: \$3000 Fine to be paid to NJCAA National Office to continue participation in that sport.
  - 3rd Offense: 3-year ban from participation in that sport as NJCAA member.
-

## Item 5028: Termination of Season or Sport

### RATIONALE:

The primary objective of this proposal is to ensure that the NJCAA National Office maintains real-time, accurate data regarding active programs. Establishing firm deadlines (July 1st and November 1st) ensures that scheduling and divisional alignments for the upcoming seasons are based on actual participating members.

Clear notification requirements protect the eligibility of student-athletes. By formalizing the termination process, the NJCAA can provide immediate guidance on student-athletes ability to transfer to another institution as it would provide student-athletes adequate time to find another program to participate. Without a documented termination date and status (permanent vs. one-year), student-athletes may find themselves in limbo, potentially wasting opportunities to participate.

Late-season cancellations cause significant financial strain on opposing institutions that have already committed funds to travel, officiating, and facility rentals. By implementing a notification system and a tiered penalty structure, the NJCAA incentivizes colleges to make sustainability decisions well in advance, thereby protecting the budgets and schedules of other member institutions within the region.

### CURRENT BYLAW

Article VII. Section 1.A

**Termination of a Sport or Season:** If circumstances cause an NJCAA member college to terminate its participation in a sport or season the member college shall notify the NJCAA National Office to ensure eligibility, website and organization records are accurate. The Notification must include the sport, gender, division, when the termination will take effect and if it is a permanent termination or one year/season termination. Email this notification to [membership@njcaa.org](mailto:membership@njcaa.org)

### PROPOSED NEW LANGUAGE / ADDITION

**Termination of a Sport or Season:** If circumstances cause an NJCAA member college to terminate its participation in a sport or season or declare club status, the member college must notify the NJCAA National Office to ensure eligibility, website and organization records are accurate before the following dates to avoid sanctions:

July 1<sup>st</sup>: Fall/Winter Sports  
November 1: Spring Sports

The Notification must include the sport, gender, division, when the termination will take effect and if it is a permanent termination or one year/season termination. Email this notification to [membership@njcaa.org](mailto:membership@njcaa.org)

Termination of Seasons in 5-year window **to be determined per sport:**

- 1<sup>st</sup> Offense: Approved Action Plan submitted to NJCAA National Office and Region Leadership.
- 2<sup>nd</sup> Offense: \$3000 Fine to be paid to NJCAA National Office to continue participation in that sport.
- 3<sup>rd</sup> Offense: 3-year ban from participation in that sport as NJCAA member.

### APPROVAL

Sport Governance 12/4/25

Submitted on NJCAA Jot Form 3/3/2026 Approved 3/4/26

Re-Submitted on NJCAA Jot Form 3/31/2026

Amendment: Include language it is per sport.

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 3, 2026 10:44 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1437780815  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

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<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	Travel Roster Limitations-National Tournament
<b>Type of Proposal</b>	Sport Procedures Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2026

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### Rationale for Proposal

Establishing a maximum travel roster based on Letter of Intent (LOI) limits ensures that postseason expenses remain proportional to a program's standard operational size. This policy protects host budgets from unpredictable costs related to banquets, gifts, and accommodations. It ensures that championship events remain financially viable for host institutions. Host institutions and the NJCAA must manage strict logistical constraints, including hotel room blocks, banquet seating capacities, and the procurement of awards/gifts. By setting a hard cap on the "official" roster (LOI + 33% or 40%), hosts can provide a high-quality experience with guaranteed resources for all essential participants, rather than diluting the experience to accommodate unlimited travel parties.

Limiting active participation (sidelines, dugouts, and courtside) to an approved roster ensures a controlled and professional environment. It also ensures competitive equity, preventing teams with larger institutional budgets from bringing excessive support staff that could provide an unfair tactical or psychological advantage over smaller programs.

Linking roster sizes to LOI limits creates a fair, sliding scale across all sports. Scholarship programs and non-scholarship programs are both provided a reasonable "buffer" to include essential support staff coaches, managers, certified athletic trainers, and other team personnel. This ensures that no sport is disproportionately restricted regardless of its size.

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**Please specify the NJCAA Handbook section(s) affected**

NO Current Bylaw.

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**Current NJCAA Handbook Language**

None.

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**Proposed NJCAA Handbook Language**

Official Travel Roster Requirement

Only personnel whose names are on the approved travel roster and whose services are deemed essential to the traveling team are permitted to be active participants (participate in contest, be on sidelines or dugout). This number includes all student-athletes, coaches, managers, certified athletic trainers, and other team personnel as recognized by the institution.

Additional participants may travel per institutional policy but are not guaranteed rooms at host hotel, space at banquet, and must pay attendance into banquet or championship. Additional participants will also not be provided any tournament gifts or awards provided by the host or NJCAA.

Maximum Travel Roster Size Limitations

The total number of individuals on the official travel roster may not exceed the following limits:

- Scholarship Programs: Travel rosters may not exceed the Letter of Intent (LOI) signing limit plus thirty-three percent (LOI + 33%).
- Non-Scholarship Programs: Travel rosters may not exceed the Letter of Intent (LOI) signing limit plus forty percent (LOI + 40%).

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**Please attach any supporting documentation here. (Optional)**

<https://www.formstack.com/admin/download/file/19228890260>

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## PROPOSAL G: Travel Roster Limitations-National Tournament

### RATIONALE

Establishing a maximum travel roster based on Letter of Intent (LOI) limits ensures that postseason expenses remain proportional to a program's standard operational size. This policy protects host budgets from unpredictable costs related to banquets, gifts, and accommodations. It ensures that championship events remain financially viable for host institutions. Host institutions and the NJCAA must manage strict logistical constraints, including hotel room blocks, banquet seating capacities, and the procurement of awards/gifts. By setting a hard cap on the "official" roster (LOI + 33% or 40%), hosts can provide a high-quality experience with guaranteed resources for all essential participants, rather than diluting the experience to accommodate unlimited travel parties.

Limiting active participation (sidelines, dugouts, and courtside) to an approved roster ensures a controlled and professional environment. It also ensures competitive equity, preventing teams with larger institutional budgets from bringing excessive support staff that could provide an unfair tactical or psychological advantage over smaller programs.

Linking roster sizes to LOI limits creates a fair, sliding scale across all sports. Scholarship programs and non-scholarship programs are both provided a reasonable "buffer" to include essential support staff coaches, managers, certified athletic trainers, and other team personnel. This ensures that no sport is disproportionately restricted regardless of its size.

### SUBMITTED BY

Sport Governance Committee

### CURRENT BYLAW

### PROPOSED NEW LANGUAGE / ADDITION

#### Official Travel Roster Requirement

Only personnel whose names are on the approved travel roster and whose services are deemed essential to the traveling team are permitted to be active participants (participate in contest, be on sidelines or dugout). This number includes all student-athletes, coaches, managers, certified athletic trainers, and other team personnel as recognized by the institution.

Additional participants may travel per institutional policy but are not guaranteed rooms at host hotel, space at banquet, and must pay attendance into banquet or championship. Additional participants will also not be provided any tournament gifts or awards provided by the host or NJCAA.

#### Maximum Travel Roster Size Limitations

The total number of individuals on the official travel roster may not exceed the following limits:

- Scholarship Programs: Travel rosters may not exceed the Letter of Intent (LOI) signing limit plus thirty-three percent (LOI + 33%).
- Non-Scholarship Programs: Travel rosters may not exceed the Letter of Intent (LOI) signing limit plus forty percent (LOI + 40%).

Sport	LOI Max	Scholarship	Non-Scholarship
Baseball	30	40	42
Men's Basketball	15	20	21
Women's Basketball	15	20	21
Football	85	113	119
Lacrosse	24	32	34
Men's Soccer	24	32	34
Women's Soccer	24	32	34
Softball	24	32	34
Volleyball	14	19	20
Men's Volleyball	14	19	20

# Item 5029: Travel Roster Limitations-National Tournament

## RATIONALE

Establishing a maximum travel roster based on Letter of Intent (LOI) limits ensures that postseason expenses remain proportional to a program's standard operational size. This policy protects host budgets from unpredictable costs related to banquets, gifts, and accommodations. It ensures that championship events remain financially viable for host institutions. Host institutions and the NJCAA must manage strict logistical constraints, including hotel room blocks, banquet seating capacities, and the procurement of awards/gifts. By setting a hard cap on the "official" roster (LOI + 33% or 40%), hosts can provide a high-quality experience with guaranteed resources for all essential participants, rather than diluting the experience to accommodate unlimited travel parties.

Limiting active participation (sidelines, dugouts, and courtside) to an approved roster ensures a controlled and professional environment. It also ensures competitive equity, preventing teams with larger institutional budgets from bringing excessive support staff that could provide an unfair tactical or psychological advantage over smaller programs.

Linking roster sizes to LOI limits creates a fair, sliding scale across all sports. Scholarship programs and non-scholarship programs are both provided a reasonable "buffer" to include essential support staff coaches, managers, certified athletic trainers, and other team personnel. This ensures that no sport is disproportionately restricted regardless of its size.

## SUBMITTED BY

Sport Governance Committee

## CURRENT BYLAW

## PROPOSED NEW LANGUAGE / ADDITION

### Official Travel Roster Requirement

Only personnel whose names are on the approved travel roster and whose services are deemed essential to the traveling team are permitted to be active participants (participate in contest, be on sidelines or dugout). This number includes all student-athletes, coaches, managers, ~~certified athletic trainers~~, and other team personnel as recognized by the institution. Excluding certified athletic training staff.

Additional participants may travel per institutional policy but are not guaranteed rooms at host hotel, space at banquet, and must pay attendance into banquet or championship. Additional participants will also not be provided any tournament gifts or awards provided by the host or NJCAA.

### Maximum Travel Roster Size Limitations

The total number of individuals on the official travel roster may not exceed the following limits:

- Scholarship Programs: Travel rosters may not exceed the Letter of Intent (LOI) signing limit plus thirty-three percent (LOI + 33%).
- Non-Scholarship Programs: Travel rosters may not exceed the Letter of Intent (LOI) signing limit plus forty percent (LOI + 40%).

Sport	LOI Max	Scholarship	Non-Scholarship
Baseball	30	40	42
Men's Basketball	15	20	21
Women's Basketball	15	20	21
Football	85	113	119
Lacrosse	24	32	34
Men's Soccer	24	32	34
Women's Soccer	24	32	34
Softball	24	32	34
Volleyball	14	19	20
Men's Volleyball	14	19	20

## APPROVAL

Sport Governance 1/7/26

Submitted on NJCAA Jot Form 3/3/2026 Approved 3/4/26

Amendment: Removal of Certified Athletic Trainer from number included in Travel Roster.

Amendment: Lacrosse to have delayed implementation until August 2027

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 3, 2026 10:46 am  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 131.156.49.244  
Unique ID: 1437781624  
Location: 42.0382, -88.262

## NJCAA Committee Proposal Submission Form

---

<b>Your Name</b>	Darin Monroe
<b>Email</b>	d.monroe@rockvalleycollege.edu
<b>Submitting Committee</b>	Sports Governance
<b>Proposal Title/Topic</b>	National Tournament Start Date
<b>Type of Proposal</b>	Sport Procedures Change
<b>Proposed Effective Date of Proposal</b>	August 1, 2026

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<b>Rationale for Proposal</b>	Defining the National Tournament start date as the first official day of the championship event provides a clear, consistent anchor for the season. Granting Regions and Districts the authority to determine their own qualifier formats recognizes that "one size does not fit all." Region leaders are best positioned to select game formats and venues that accommodate their specific geography, facility availability, and participant numbers.
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<b>Please specify the NJCAA Handbook section(s) affected</b>	None
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<b>Current NJCAA Handbook Language</b>	None
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## **Proposed NJCAA Handbook Language**

### Tournament Structure:

- National Tournament Start Date: The National Tournament shall commence on the first official day of the National Championship event, with specific dates announced annually by the Board of Regents.
  - Regional/District Qualifier Formats: Each Region and District is granted the authority to determine the format, structure, and specific rules for their respective qualifying tournaments, including but not limited to:
    - o  Number of rounds and game formats (e.g., pool play, single elimination).
    - o  Award structures for qualifiers.
    - o  Specific dates, times, and locations for their events, provided they conclude sufficiently prior to the National Tournament start date to allow for team travel and adherence to National qualification deadlines.
  - Alignment with Nationals: While formats may vary, Regional and District tournaments should strive to mirror the administration and spirit of the National Tournament where feasible, ensuring fair competition for all participating teams.
-

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 13, 2026 12:36 pm  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 198.248.192.244  
Unique ID: 1441387200

## NJCAA Committee Proposal Submission Form

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**Your Name** Mike Saddler

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**Email** mike.saddler@kjccc.org

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**Submitting Committee** DI Baseball

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**Proposal Title/Topic** NJCAA DIVISION I BASEBALL POSTSEASON MODEL PROPOSAL

---

**Type of Proposal** Tournament/Championship Format Change

---

**Proposed Effective Date of Proposal** August 1, 2027

---

**Rationale for Proposal**

Executive Summary  
The NJCAA Division I and Division II Softball and Baseball Committees propose a revised postseason model projected to begin in Spring 2028. The model introduces a Super Regional round for both sports, expands competitive equity, aligns with national championship trends, and provides institutions and host sites sufficient lead time for planning, budgeting, and facility preparation.

Under this proposal, postseason participation will include 32 teams per sport and division, advancing from Regional/District play to Super Regionals, and culminating in the NJCAA World Series.

Guiding Principles & Common Framework

- Improve the student-athlete postseason experience
- Align NJCAA championships with national best practices
- Ensure equitable geographic and regional representation
- Maintain fiscal and logistical responsibility
- Provide predictable timelines for host institutions

---

**Please specify the NJCAA Handbook section(s) affected** Baseball - Sport Code Sections 3, 4, 7b

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## Current NJCAA Handbook Language

### Section 3. Qualification of Teams for Competition

A. The qualifying teams shall come from the following 10 districts:

B. The NJCAA DI Baseball Committee adheres to the NJCAA Sport Committee & Poll Process as listed in Section 9 of the NJCAA General Sport Code relating to national tournament seeding.

1. Seeding will be completed no later than the day after the district cutoff date - May 18,2026

2. Only games played against NJCAA, NWAC, or CCCAA programs will be considered using the following criteria (in no order):

i. Record vs. Division I NJCAA teams

ii. Record vs. Division I top 20 teams

iii. Overall record vs Division II & Division III

iv. National Poll

v. Overall record on the road, at a neutral site, at home Strength of Region/District in National Tournament

C. In the event there is a vacancy in the tournament bracket, the runner-up in the district of the vacancy will be the alternate team.

1. If the runner-up from a district of the vacancy is unable to attend the Division I Baseball Committee will be responsible for selecting an alternate team from one of the other district runners-up.

F. Districts will conduct double elimination tournaments to qualify teams for the National Tournament.

G. The scheduled first game of each District Tournament must be no later than the Saturday preceding the NJCAA Tournament. All District Tournaments must be completed no later than midnight on the Sunday prior to the start of the NJCAA Tournament (May 17,2026).

### Section 4. Tournament Rules and Officials

A. The tournament shall be conducted as a ten-team double elimination tournament.

B. NCAA Baseball rules shall be used in all NJCAA Division I tournament games, including district play, with the following exceptions:

1. The maximum allowable number of individuals an institution can have on the field, including the practice field, bullpen, bench, and

dugout is 37. Each team is limited to one head coach, four assistant coaches, recognized by their respective institution, 30 eligible

student-athletes in uniform, one manager and one trainer. The official roster will be signed and turned in at the tournament coaches

meeting. No deletions or additions will be allowed after the roster is turned in.

2. All games are scheduled for nine innings.

3. The 10-run rule shall be in effect after five complete innings.

4. The eight-run rule shall be in effect after seven complete innings.

5. The Championship Game (or games) shall be played for the full nine innings regardless of the score.

6. Any game delayed because of rain, power failure, etc., shall be resumed at the point of suspension and played a full nine innings unless terminated under Rule 3 or 4 above.

7. In the event of unavoidable delays due to weather or other unforeseen causes, the Tournament Co-Chairmen and the NJCAA Representative reserves the right to re-schedule game times, schedule seven inning games, schedule a team(s) for two games in one day, or other arrangements as necessary. Coaches will be kept closely advised of any changes.

8. At the World Series, in any game where there are two undefeated teams, the highest seed team will be the home team. Where

one team is undefeated and another team has a loss, the undefeated team will be the home team, regardless of who was the

highest seed. If both teams have a loss, then there will be a coin flip to determine the home team. In District play, the Districts shall determine how the home team is determined, however it is recommended that if it is a best 2 out of 3 between two teams, then the host would be the home team in game 1, the guest the home team in game 2, and if game 3 is needed, the home team would be determined by a coin-flip,

9. Bat testing will be conducted by an NJCAA representative prior to the start of the National Tournament in accordance with the NCAA bat testing protocols. The process for bat testing at the National Tournament will be clearly spelled out in the pretournament information packet.

C. Diamond DI-PRO Low Seam Baseball is the official baseball of the NJCAA. Baseballs used in the NJCAA Baseball World Series shall be secured through the NJCAA National Office and shipped directly to the host.

D. Championship Bracket - The World Series bracket shall be a 10-team consolation -double elimination.

1. Game times listed below:

2026 NJCAA DI BASEBALL DISTRICTS

DISTRICT REGION(S) DISTRICT REGION(S) DISTRICT REGION(S)

DISTRICT REGION(S) DISTRICT REGION(S)

Appalachian 7, 17 East 10, 15, 20 Mid-South 14 Midwest 4, 11, 24 Plains 6

South 22, 23 South Atlantic 8 South Central 2, 16 Southwest 5

West 1, 9, 18

E. The NJCAA Division I Baseball Committee shall have jurisdiction over the technical aspects of the tournament and officials.

F. If a participating institution has a written policy against Sunday competition, the tournament schedule shall be adjusted to accommodate

that institution and such adjustment shall not require its team to play sooner than when it was originally scheduled. Notice of such written

policy must be filed with the NJCAA National Office prior to September 1st, each academic year. Alternate brackets may be obtained

from the NJCAA National Office.

G. All NJCAA Baseball Tournament umpires must be recommended to the tournament umpire coordinator.

Recommendations must

include a letter, resume, and references. The coordinator shall check the references and assign acceptable prospects to the available list. The coordinator will check specific availability prior to formal approval by the NJCAA.

H. No umpire will be allowed to work more than two consecutive years at the World Series. Each year a minimum of two umpires will

be rotated out of the tournament. Whenever possible no umpire will be allowed to work behind the plate while the district he is from

is playing. The assignment for the final two games will be at the discretion of the Tournament Executive Committee (including the NJCAA Representative).

I. If there are three teams remaining at Game 18, the team with the most games played shall receive a bye to Game 19. If there is a tie for the most games played, the team that won the head-to-head matchup in the tournament shall receive a bye to Game 19. If the tie is

still not able to be broken, the higher seed shall advance to Game 19

J. Video Review will be allowable during the DI Baseball post-season and the

## **Proposed NJCAA Handbook Language**

### Section 3. Qualification of Teams for Competition

National Tournament Structure: The National Tournament will be a 32-team national tournament consisting of automatic qualifiers determined by Region size with the remaining teams selected based on at-large criteria to fill out the 32 team bracket. Teams will be split into eight 4-team Super Regionals with the 8 winning teams advancing to the World Series.

#### 2028 Important Dates:

Super Regional Host Bid Document Available: October 15

Super Regional Host Bid Document Submission Deadline: April 15

Super Regional Host Sites Awarded: May 1, 2028

Regional Completion Deadline: May 9, 2028

Tournament Qualifiers Notified: May 10, 2028

Bracket Reveal: May 11, 2028

Super Regionals: May 16-19, 2028

NJCAA World Series: May 27-June 3, 2028

#### Automatic Qualification Standards by Region

1-2 teams - Combine with another region

3-12 teams - 1 automatic bid

13+ teams - 2 automatic bids

Regions with automatic qualifiers may be combined with regions that do not have automatic qualifiers based on geography.

Automatic qualifiers will be finalized annually one month after the deadline for NJCAA membership dues.

#### At-Large Selection Criteria

##### 1. Overall Body of Work

a. Overall Record, only to include games vs. NJCAA, NWAC, CCCAA, and Military Preparatory Schools will be considered.

##### b. Strength of Schedule

i. Record vs. teams ranked in the poll in your division

ii. Record vs. teams ranked in the poll outside your division

iii. Record vs. region/conference opponents

iv. Record against non-region/non-conference opponents

v. Overall record on the road, at a neutral site, and at home

c. Overall record for last 20 games to include post season competition

##### d. Massey Ratings

##### 2. Strength of Region

a. Historical success of region, district, team at the national tournament over the previous 3 seasons

#### Super Regional

A Super Regional Host manual will include additional information required for hosting as well as game times and other venue specific requirements.

Format: Each Super Regional shall be conducted as a four-team double elimination tournament with the champion of each Super Regional site advancing to the NJCAA World Series.

Schedule:

Day 1: Games 1 & 2

Day 2: Games 3 & 4

Day 3: Games 5 & 6

Day 4 Game 7 (if necessary)

Site Selection: There shall be eight Super Regional sites selected by the Sport Committee with input from the Championships & Alignment Committee and the NJCAA National Office. Super Regional sites will be geographically placed throughout the country with no more than two sites being awarded to one region.

World Series:

The NJCAA World Series will be an eight-team double elimination tournament.

Day 1: Games 1-4

Day 2: Games 5-6

Day 3: Games 7-8

Day 4: Games 9-10

Day 5: Games 11-12

Day 6: Game 13

Day 7: Game 14

Day 8: Game 15\*

\* If necessary

Section 7 NJCAA D1 Baseball Poll

Poll Criteria: The NJCAA Division 1 Baseball Poll shall be conducted using the same criteria as the At-Large Selection Criteria found in section 3 of the Division 1 Baseball Sport Code.

\*\*\*The following sections of the Division I Baseball Sport Code would be deleted for 2028 if this passes:\*\*\*

Section 3: would be replaced entirely by above

Section 4: Delete: A, amend B8, D, I,

**Please include any additional notes for your proposal. (Optional)**

The Division 1 & 2 Baseball & Softball Committees have spent extensive time working together to create a comprehensive proposal that is consistent across for both sports and both divisions. If approved it would create a national tournament format more consistent with other collegiate national tournaments. The attached document provides a detailed look at what the format will look like for both sports and divisions.

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**Please attach any supporting documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19277101983>

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Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 13, 2026 12:48 pm  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 71.54.170.210  
Unique ID: 1441391980

## NJCAA Committee Proposal Submission Form

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**Your Name** Ron Riggle

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**Email** region24sports@gmail.com

---

**Submitting Committee** DII Baseball

---

**Proposal Title/Topic** NJCAA DIVISION II BASEBALL POSTSEASON MODEL PROPOSAL

---

**Type of Proposal** Tournament/Championship Format Change

---

**Proposed Effective Date of Proposal** August 1, 2027

---

**Rationale for Proposal** The NJCAA Division I and Division II Softball and Baseball Committees propose a revised postseason model projected to begin in Spring 2028. The model introduces a Super Regional round for both sports, expands competitive equity, aligns with national championship trends, and provides institutions and host sites sufficient lead time for planning, budgeting, and facility preparation.

Under this proposal, postseason participation will include 32 teams per sport and division, advancing from Regional/District play to Super Regionals, and culminating in the NJCAA World Series.

Guiding Principles & Common Framework

- Improve the student-athlete postseason experience
- Align NJCAA championships with national best practices
- Ensure equitable geographic and regional representation
- Maintain fiscal and logistical responsibility
- Provide predictable timelines for host institutions

---

**Please specify the NJCAA Handbook section(s) affected** Baseball - Division 2 Section 3, 4, 7b

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## Current NJCAA Handbook Language

### Section 3. Qualification of Teams for Competition

A. The qualifying teams shall come from the following 10 districts with 2 At-Large:

B. The NJCAA Division II Baseball Committee has complete jurisdiction over the selection and invitation of teams who are to compete.

C. In the event there is a vacancy in the tournament bracket, the runner-up in the district of the vacancy will be the alternate team. The

DII Baseball committee will be responsible for selecting the replacement if the runner-up is unable to fill the vacancy.

D. The Division II Baseball Committee, in coordination with the Vice-President of Championships and Sport Governance reserves the

right to adjust the district qualification procedures using current declaration numbers. The adjustments must be published no later than November 15th annually. Specific group and district playoff procedures are the responsibility of the respective Region Directors and must be published by December 15th annually.

E. Districts will conduct double-elimination tournaments to qualify teams for the National Tournament.

F. The scheduled first game of each District Tournament must be no later than the Saturday preceding the NJCAA World Series. All District Tournaments must be completed no later than midnight on the Sunday prior to the start of the NJCAA Tournament (May 17, 2026).

### Section 4. Tournament Rules and Officials

A. The tournament shall be conducted as a 12-team double elimination tournament.

B. NCAA baseball rules shall be used in all tournament games, including district play, with the following exceptions:

1. The NJCAA DII Baseball Committee adheres to the NJCAA Sport Committee & Poll Process as listed in Section 9 of the NJCAA General Sport Code relating to national tournament seeding. Seeding will be completed no later than the day after the district cutoff

date – May 18, 2026 Seeding criteria will include National Poll, overall record, emphasis on record last 1/3 of the season, strength

of schedule, quality of wins and losses vs ranked foes and other teams qualifying for DII World Series, and history and results of participating school and district.

2. At-Large Bids: The 12-team World Series will be made up of 10 Districts and 2 At-Large bids. The criteria for selecting the At-Large bids will be emphasis on record the last 1/3 of the season, strength of schedule, quality of wins and losses vs. ranked foes and other teams qualifying for the DII World Series, and history and results of participating school in series and district. (Seeding will take place the day after (May 18) the conclusion of the

post-season)

3. The maximum allowable number of individuals an institution can have on the field, including the practice field, bullpen, bench and

dugout is 37. Each team is limited to one head coach, four assistant coaches, recognized by their respective institution, 30 eligible

student-athletes in uniform, one manager and one trainer. The official roster will be signed and submitted prior to the tournament

coaches meeting. The National Office will provide the Chair with a copy of the 30-man rosters. No deletions or additions will be allowed once tournament play has begun.

4. The 10-run rule shall be in effect after five complete innings; all games must be scheduled for nine-innings.

5. The eight-run rule shall be in effect after seven complete innings.

6. The Championship Game (or games) shall be played for a full nine innings regardless of the score.

7. Any game delayed because of rain, power failure, etc., shall be resumed at the point of suspension and played a full nine innings unless terminated under rule 4 or 5 above.

8. At the World Series, in any pool play game where there are two undefeated teams, the highest seed team will be the home team. Where one team is undefeated and another team has a loss, the undefeated team will be the home team, regardless of who was the highest seed. If both teams have a loss, then there will be a coin flip to determine the home team.

9. In District play, the districts shall determine how the home team is determined, however it is recommended that if it is a best 2 out of 3 between two teams, then the host would be the home team in game 1, the guest the home team in game 2, and if game 3 is needed, the home team would be determined by a coin-flip.

10. Bat testing will be conducted by an NJCAA representative prior to the start of the National Tournament in accordance with the NCAA Bat Testing Protocols.

11. PROTESTS: No protests will be tolerated on judgment calls. Rule interpretation protests will be decided immediately by the Tournament Director, the NJCAA Representative and the Supervisor of Officials. The game shall then proceed immediately.

12. In the event of unavoidable delays due to weather or other unforeseen causes, the Tournament Director, the DII Sport Chair, and the on-sight NJCAA Representative, reserves the right to re-schedule game times, schedule seven inning games, schedule a team(s) for two games in one day, or other arrangements as necessary.

C. Diamond DI-PRO Low Seam baseball is the official baseball of the NJCAA. Baseballs used in the NJCAA Baseball Tournament

shall be secured through the NJCAA National Office and shipped directly to the host.

D. The NJCAA Division II Baseball Committee, in coordination with the NJCAA Vice President of Championships and Sports Governance,

shall have jurisdiction over the technical aspects of the tournament and officials.

#### 2026 NJCAA DII BASEBALL DISTRICTS

DISTRICT REGION(S) DISTRICT REGION(S) DISTRICT REGION(S)

DISTRICT REGION(S) DISTRICT REGION(S)

Central 16, 24 East 3, 15, 19,

21 Great Lakes 12 Gulf 23 Mid-Atlantic 20

Midwest 4 North Plains 11, 13 South 8, 22 South Atlantic 10 West 1, 2

E. Championship Bracket – The World Series Bracket shall be a 12-team tournament consisting of two 6-team double elimination brackets

with the winners of each bracket playing one national championship game.

1. Game times listed below:

#### 2026 NJCAA DII BASEBALL WORLD SERIES SCHEDULE

##### SATURDAY - DAY ONE

10:00 AM Game 1 - #7 vs #10

1:00 PM Game 2 - #6 vs #11

4:00 PM Game 3 - #8 vs #9

7:00 PM Game 4 - #5 vs #12

##### SUNDAY - DAY TWO

10:00 AM Game 5 - #3 vs. W2

1:00 PM Game 6 - #2 vs. W1

4:00 PM Game 7 - #4 vs. W4

7:00 PM Game 8 - #1 vs. W3

##### MONDAY - DAY THREE

10:00 AM Game 9 - L2 vs. L6

1:00 PM Game 10 - L1 vs. L5

4:00 PM Game 11 - L4 vs. L8

7:00 PM Game 12 - L3 vs. L7

##### TUESDAY - DAY FOUR

10:00 AM Game 13 - W9 vs. W10

1:00 PM Game 14 - W11 vs. W12

4:00 PM Game 15 - W5 vs. W6

7:00 PM Game 16 - W7 vs. W8

##### WEDNESDAY - DAY FIVE

3:00 PM Game 17 - W13 vs. L15

7:00 PM Game 18 - W14 vs. L16

##### THURSDAY - DAY SIX

3:00 PM Game 19 - W15 vs. W17

7:00 PM Game 20 - W16 vs. W18

##### FRIDAY - DAY SEVEN\*

3:00 PM Game 21 - TBD

7:00 PM Game 22 - TBD

SATURDAY - DAY EIGHT (IF NECESSARY)

7:00 PM Game 23 - TBD

\*If a one-loss team wins either bracket's semifinal, those teams will play again on Friday. If there is one game, it will be at 7 p.m. If there are two

games, they will be at 3 and 7 p.m. If there are two undefeated teams after the semifinals, the winner-take-all championship game is Friday at 7 p.m.

If an if-necessary game is played on Friday in either bracket final, the winner-take-all championship game will be played at 7 p.m. on Saturday.

F. If a participating institution has a written policy against Sunday competition, the tournament schedule shall be adjusted to accommodate that institution and such adjustment shall not require its team to play sooner than when it was originally scheduled.

Notice of such written policy must be filed with the NJCAA National Office prior to September 1, each academic year.

Alternate

brackets can be obtained from the NJCAA National Office.

G. All NJCAA Baseball Tournament Umpires must be recommended to the Tournament Umpire Coordinator.

Recommendations

must include a letter, resume, and references. The coordinator shall check the references and assign acceptable prospects to the available list. The coordinator will check specific availability prior to formal approval by the NJCAA.

H. No umpire will be allowed to work more than two consecutive years at the Division II Championship. Each year a minimum of two

umpires will be rotated out of the tournament. Whenever possible, no umpire will be allowed to work behind the plate while the

district he is from is playing. The assignment for the final two games will be at the discretion of the Tournament Executive Committee (including the NJCAA Representative).

I. All districts with inter-regional play and national tournament games shall be played with a minimum of three officials.

## **Proposed NJCAA Handbook Language**

### Section 3. Qualification of Teams for Competition

National Tournament Structure: The National Tournament will be a 32 team national tournament consisting of automatic qualifiers determined by Region size with the remaining teams selected based on at-large criteria to fill out the 32 team bracket. Teams will be split into eight 4-team Super Regionals with the 8 winning teams advancing to the World Series.

2028 Important Dates:

Super Regional Host Bid Document Available: October 15

Super Regional Host Bid Document Submission Deadline: April 15

Super Regional Host Sites Awarded: May 1, 2028

Regional Completion Deadline: May 9, 2028

Tournament Qualifiers Notified: May 10, 2028

Bracket Reveal: May 11, 2028

Super Regionals: May 16-19, 2028

NJCAA World Series: May 27-June 3, 2028

Automatic Qualification Standards by Region

1-2 teams - Combine with another region

3-12 teams - 1 automatic bid

13+ teams - 2 automatic bids

Regions with automatic qualifiers may be combined with regions that do not have automatic qualifiers based on geography.

Automatic qualifiers will be finalized annually one month after the deadline for NJCAA membership dues.

At-Large Selection Criteria

## 1. Overall Body of Work

a. Overall Record, only to include games vs. NJCAA, NWAC, CCCAA, and Military Preparatory Schools will be considered.

### b. Strength of Schedule

i. Record vs. teams ranked in the poll in your division

ii. Record vs. teams ranked in the poll outside your division

iii. Record vs. region/conference opponents

iv. Record against non-region/non-conference opponents

v. Overall record on the road, at a neutral site, and at home

c. Overall record for last 20 games to include post season competition

d. Massey Ratings

## 2. Strength of Region

a. Historical success of region, district, team at the national tournament over the previous 3 seasons

## Super Regional

A Super Regional Host manual will include additional information required for hosting as well as game times and other venue specific requirements.

Format: Each Super Regional shall be conducted as a four-team double elimination tournament with the champion of each Super Regional site advancing to the NJCAA World Series.

## Schedule:

Day 1: Games 1 & 2

Day 2: Games 3 & 4

Day 3: Games 5 & 6

Day 4 Game 7 (if necessary)

Site Selection: There shall be eight Super Regional sites selected by the Sport Committee with input from the Championships & Alignment Committee and the NJCAA National Office. Super Regional sites will be geographically placed throughout the country with no more than two sites being awarded to one region.

World Series:

The NJCAA World Series will be an eight-team double elimination tournament.

Day 1: Games 1-4

Day 2: Games 5-6

Day 3: Games 7-8

Day 4: Games 9-10

Day 5: Games 11-12

Day 6: Game 13

Day 7: Game 14

Day 8: Game 15\*

\* If necessary

Section 7 NJCAA DII Baseball Poll

Poll Criteria: The NJCAA Division II Baseball Poll shall be conducted using the same criteria as the At-Large Selection Criteria found in section 3 of the Division II Baseball Sport Code.

\*\*\*The following sections of the Division II Baseball Sport Code would be deleted for 2028 if this passes:\*\*\*

Section 3: would be replaced entirely by above

Section 4: Delete: A, B1, B2, B9, E, I

**Please include any additional notes for your proposal. (Optional)**

The Division 1 & 2 Baseball & Softball Committees have spent extensive time working together to create a comprehensive proposal that is consistent across for both sports and both divisions. If approved it would create a national tournament format more consistent with other collegiate national tournaments. The attached document provides a detailed look at what the format will look like for both sports and divisions.

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**Please attach any supporting documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19277166547>

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# NJCAA DIVISION I AND II SOFTBALL AND BASEBALL POSTSEASON MODEL PROPOSAL

Abstract

Propose a revised postseason model projected to begin in Spring 2028

## **Table of Contents**

1. Executive Summary
2. Guiding Principles & Common Framework
3. Proposed Postseason Structure Overview
4. Softball Postseason Model
  - Timeline & Format
  - Automatic Qualifiers & At-Large Bids
5. Baseball Postseason Model
  - Timeline & Format
  - Automatic Qualifiers & At-Large Bids
6. Super Regional Hosting & Bid Requirements
7. Rankings & Postseason Seeding Protocols
8. Conclusion

## **Appendices**

Appendix A – Softball Super Regional Schedule

Appendix B – Softball World Series Bracket Format

Appendix C – Baseball Super Regional Schedule

Appendix D – Baseball World Series Bracket Format

# NJCAA Division I & II Softball and Baseball Postseason Model Proposal

Projected Implementation: Spring 2028

## Executive Summary

The NJCAA Division I and Division II Softball and Baseball Committees propose a revised postseason model projected to begin in Spring 2028. The model introduces a Super Regional round for both sports, expands competitive equity, aligns with national championship trends, and provides institutions and host sites sufficient lead time for planning, budgeting, and facility preparation.

Under this proposal, postseason participation will include 32 teams per sport and division, advancing from Regional/District play to Super Regionals, and culminating in the NJCAA World Series.

## Guiding Principles & Common Framework

- Improve the student-athlete postseason experience
- Align NJCAA championships with national best practices
- Ensure equitable geographic and regional representation
- Maintain fiscal and logistical responsibility
- Provide predictable timelines for host institutions

## Postseason Structure

Regional / District → Super Regional → World Series

- 32 total teams
- 8 Super Regional sites
- 4 teams per site

## **Softball Postseason Model**

### Division I & II

- Regional completion: May 7, 2028
- Qualifier notification: May 8, 2028
- Bracket reveal: May 9, 2028
- Super Regionals: May 13–15, 2028 \*See Appendix A for schedule
- World Series: Tuesday, May 23 – Saturday, May 27, 2028
- 4-team pods with best of 3 championship series (5 days) \*See Appendix B for bracket
  - Division I: Oxford, AL
  - Division II: Spartanburg, SC

### **Automatic Qualifiers (AQs) & At-Large Bids**

The Division 1 and Division 2 Softball Committees approved adjustments to the AQ system to support equitable representation across the country.

### ***Automatic Qualifier Structure***

<b>Region Size</b>	<b>New AQ Allocation</b>
<b>1–2 teams</b>	Combine with another region
<b>3–12 teams</b>	<b>1 automatic bid</b>
<b>13+ teams</b>	<b>2 automatic bids</b>

Regions with automatic qualifiers may be combined with regions that do not have automatic qualifiers based on geography.

### ***Softball Regional Team Counts & AQ Distribution***

#### Division I Softball Summary

- Total Teams: 140
- Total AQs: 18
- AQ Ratio: 13%
- At Large Bids: 14
- Total: 32

#### Division II Softball Summary

- Total Teams: 166
- Total AQs: 19
- AQ Ratio: 11%
- At Large Bids: 13
- Total: 32

### **Regional Breakdown: Team Counts & Auto Qualifiers Distribution**

#### Division I & Division II Summary Table

<b>Region</b>	<b>D1 Teams</b>	<b>D1 Bids</b>	<b>D2 Teams</b>	<b>D2 Bids</b>
1	6	1	8	1
2	7	1	12	1
3	-	-	-	-
4	-	-	22	2
5	17	2	-	-
6	9	1	11	1
7	11	1	-	-
8	15	2	8	1
9	9	1	-	-
10	5	0.75	11	1
11	5	1	10	1
12	-	-	21	2
13	-	-	5	1
14	14	2	-	-
15	-	-		
16	8	1	4	1
17	6	1	-	-
18	5	1	-	-
19	-	-	7	1
20	1	0.25	14	2
21	-	-	-	-
22	9	0.75	10	1
23	1	0.25	16	2
24	12	1	7	1
<b>Total</b>	<b>140</b>	<b>18</b>	<b>166</b>	<b>19</b>

#### Notes:

- Division I: Regions **10 & 20** combine; Regions **22 & 23** combine
- Summary table will be evaluated on an annual basis

## **Baseball Postseason Model**

### Division I & II

- Regional completion: May 9, 2028
- Qualifier notification: May 10, 2028
- Bracket reveal: May 11, 2028
- Super Regionals: May 16–19, 2028 \*See Appendix C for schedule
- World Series: Saturday, May 27 – Saturday, June 3, 2028
- 8-Team Double-Elimination Bracket \*See Appendix D for bracket
  - Division I: Grand Junction, CO
  - Division II: Enid, OK

### **Automatic Qualifiers (AQs) & At-Large Bids**

The Division 1 and Division 2 Baseball Committees approved adjustments to the AQ system to support equitable representation across the country.

### ***Automatic Qualifier Structure***

- | <b>Region Size</b> | <b>New AQ Allocation</b>    |
|--------------------|-----------------------------|
| <b>1-2 teams</b>   | Combine with another region |
| <b>3-12 teams</b>  | <b>1 automatic bid</b>      |
| <b>13+ teams</b>   | <b>2 automatic bids</b>     |

Regions with automatic qualifiers may be combined with regions that do not have automatic qualifiers based on geography.

***Baseball Regional Team Counts & AQ Distribution***

Division I Baseball Summary

- **Total Teams:** 155
- **Total AQs:** 20
- **AQ Ratio:** 13%
- **At Large Bids:** 12
- **Total:** 32

Division II Baseball Summary

- **Total Teams:** 163
- **Total AQs:** 20
- **AQ Ratio:** 12%
- **At Large Bids:** 12
- **Total:** 32

**Regional Breakdown: Team Counts & Auto Qualifiers Distribution**

Region	D1 Teams	D1 Bids	D2 Teams	D2 Bids
1	7	1	9	1
2	6	1	15	2
3	-	-	1	0.25
4	5	0.67	17	2
5	19	2	-	-
6	18	2	-	-
7	11	1	-	-
8	16	2	7	1
9	8	1	-	-
10	6	0.67	15	2
11	2	0.33	11	1
12	-	-	22	2
13	-	-	6	1
14	13	2	-	-
15	-	-	-	-
16	8	1	4	1
17	5	1	-	-
18	4	1	-	-
19	-	-	6	0.5
20	2	0.33	15	2
21	-	-	1	0.25
22	10	1	10	1
23	4	1	15	2
24	11	1	9	1
<b>Total</b>	<b>155</b>	<b>20</b>	<b>163</b>	<b>20</b>

Notes:

- Division I: Regions **4 & 11** combine; Regions **10 & 20** combine
- Division II: Regions **3 & 19 & 21** combine
- Summary table will be evaluated on an annual basis

## **Super Regional Hosting & Bid Requirements**

- Super Regional sites will be geographically placed across the country with no more than two sites being awarded to one region
- All games will be broadcasted on the NJCAA Network
- Streaming capabilities (minimum one camera, score/inning display)
- Neutral broadcast standards when applicable
- Facility signage packages
- Staffing: Public Address individual, Scoreboard Operator, Live Stats/Official Scorer, Athletic Trainer, Security, Grounds Team, Concession (preferred), Onsite Administrator (cannot be directly affiliated with institution hosting)
- Umpire crews (3-person crews+ UIC)
- Field and facility standards must meet with NCAA postseason requirements
- Facilities with field tarps, artificial turf and lights will be given preference during bid process with build in consideration for average precipitation during the month of May
- Hotel room blocks for participating teams

### ***Bid Hosting Timeline-***

#### **Softball:**

Bid Document Available: October 15, 2027

Bid Document Submission Deadline: April 8, 2028

Host Sites Awarded: April 24, 2028

#### **Baseball:**

Bid Document Available: October 15, 2027

Bid Document Submission Deadline: April 15, 2028

Host Sites Awarded: May 1, 2028

## **DI & DII Baseball and Softball Regular Season Rankings & Post Season Seeding Protocols**

### 1. Overall Body of Work

a. Overall Record, only to include games vs. NJCAA, NWAC, CCCAA, and Military Preparatory Schools will be considered.

#### b. Strength of Schedule

i. Record vs. teams ranked in the poll in your division

ii. Record vs. teams ranked in the poll outside your division

iii. Record vs. region/conference opponents

iv. Record against non-region/non-conference opponents

v. Overall record on the road, at a neutral site, and at home

c. Overall record for last 20 games to include post season competition

d. Massey Ratings

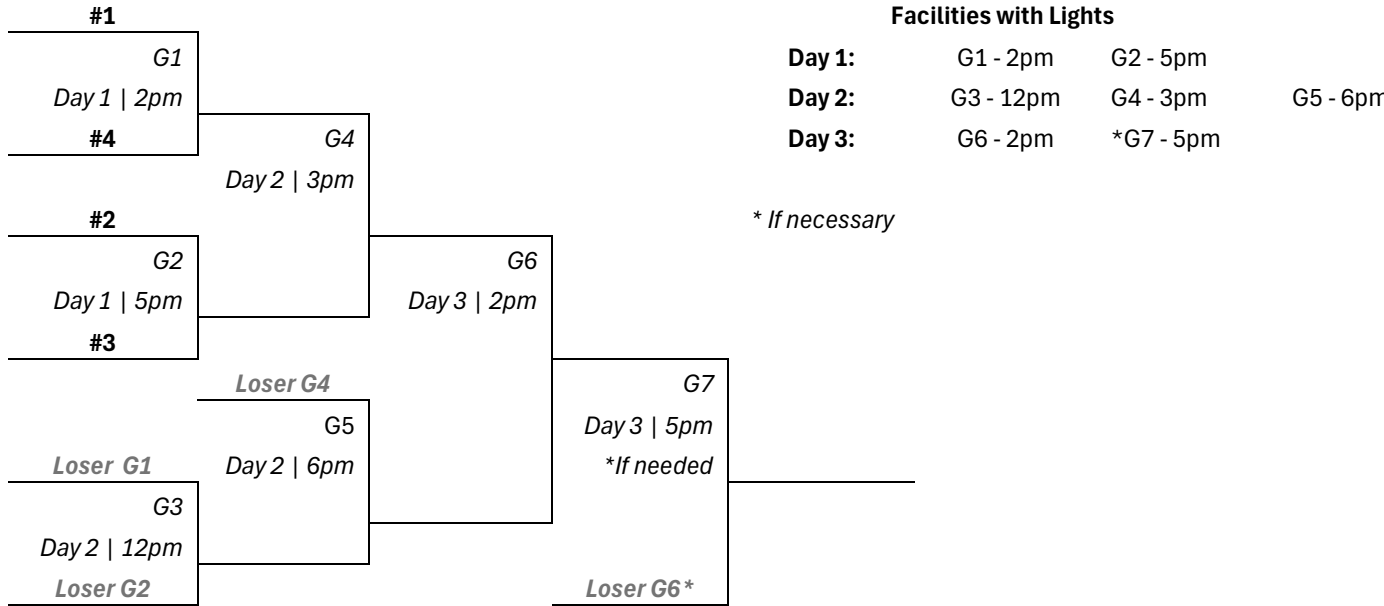
### 2. Strength of Region

a. Historical success of region, district, team at the national tournament over the previous 3 seasons

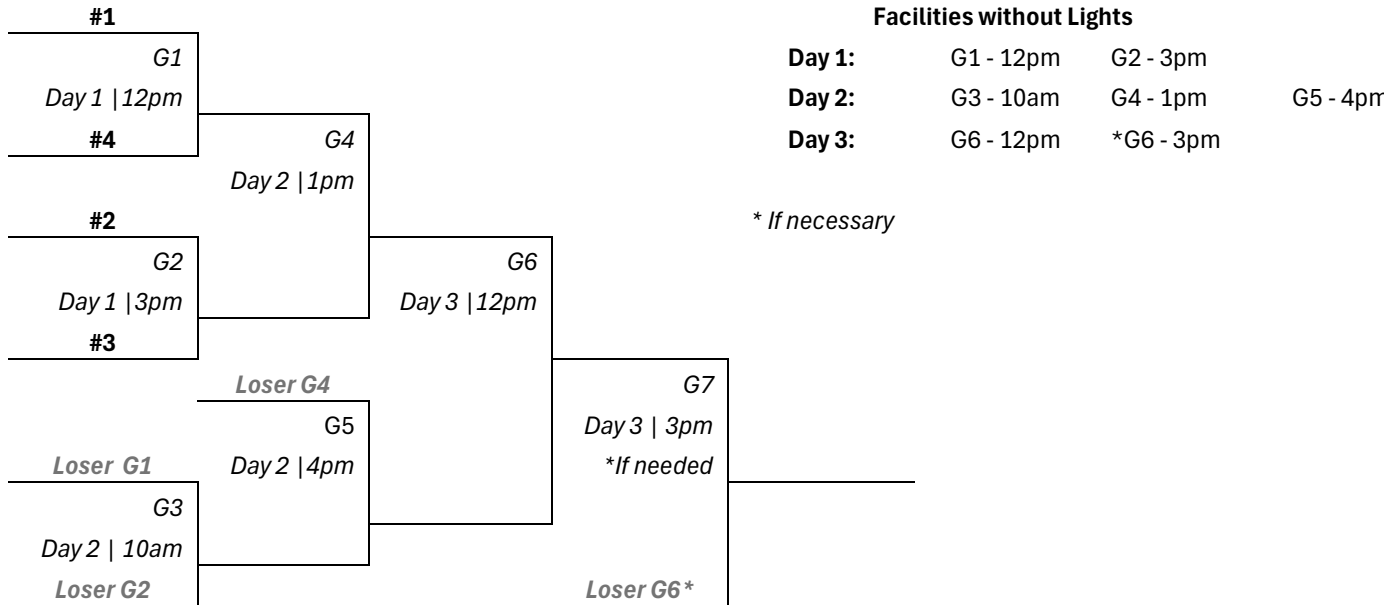
# Appendices

## Appendix A – Softball Super Regional Schedule

### Super Regional Bracket



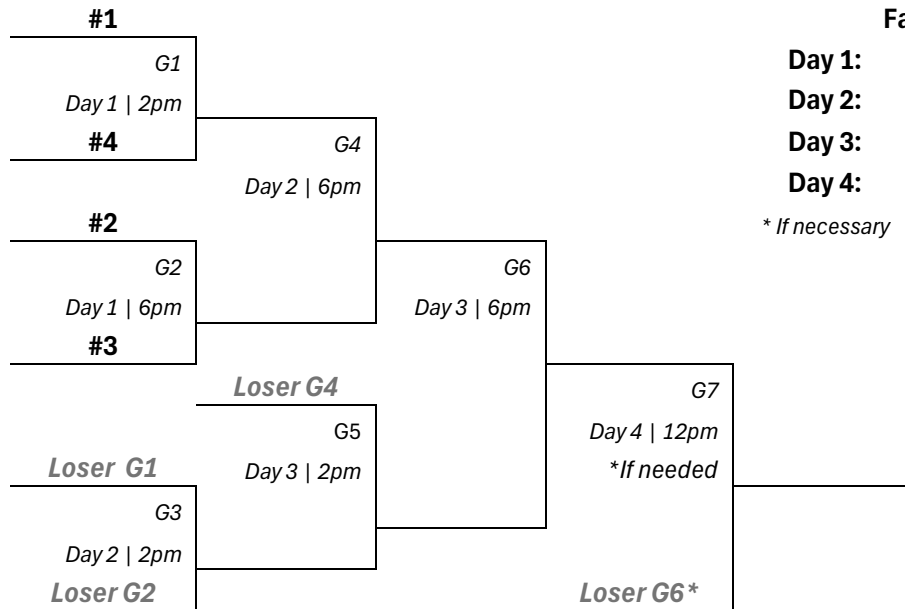
### Super Regional Bracket





## Appendix C – Baseball Super Regional Schedule

### Super Regional Bracket

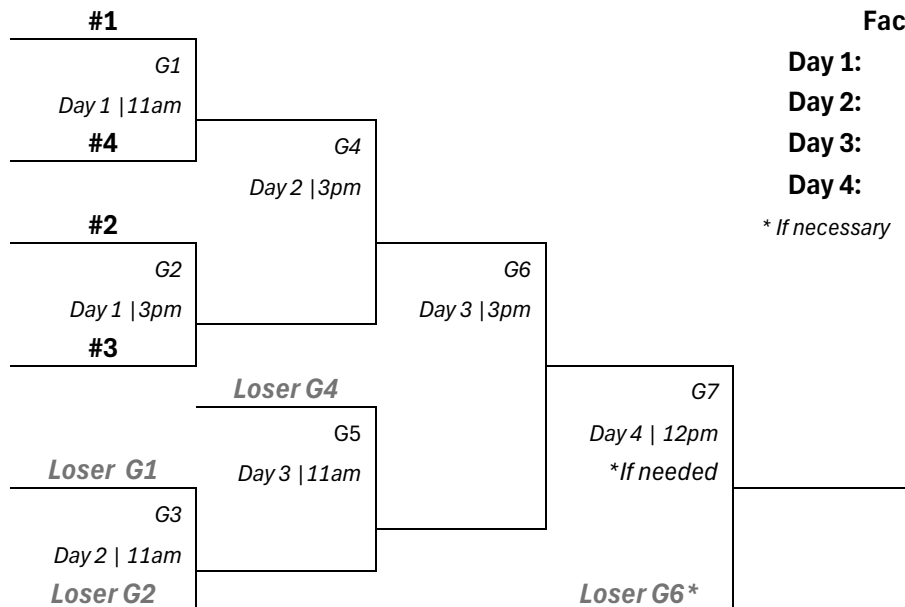


#### Facilities with Lights

**Day 1:** G1 - 2pm G2 - 6pm  
**Day 2:** G3 - 2pm G4 - 6pm  
**Day 3:** G5 - 2pm G6 - 6pm  
**Day 4:** \*G7 - 12pm

\* If necessary

### Super Regional Bracket



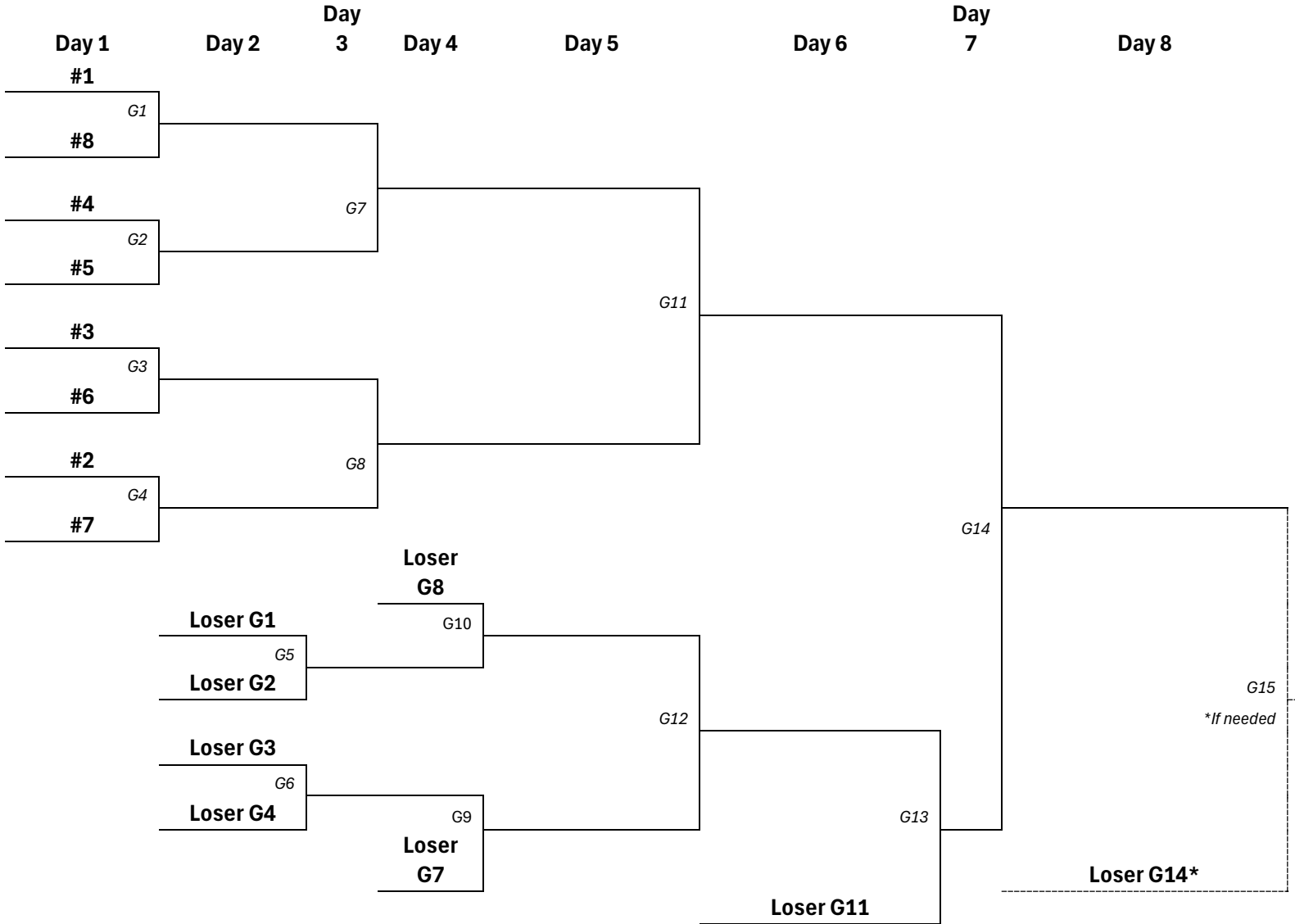
#### Facilities without Lights

**Day 1:** G1 - 11am G2 - 3pm  
**Day 2:** G3 - 11am G4 - 3pm  
**Day 3:** G5 - 11am G6 - 3pm  
**Day 4:** \*G7 - 12pm

\* If necessary

# Appendix D – Baseball World Series Bracket Format

## 8-Team Double Elimination Bracket



- Day 1:** G 1-4
- Day 2:** G 5-6
- Day 3:** G 7-8
- Day 4:** G 9-10
- Day 5:** G 11-12
- Day 6:** G 13
- Day 7:** G 14
- Day 8:** G 15\*

\* If necessary



Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 16, 2026 1:14 pm  
Browser: Chrome 145.0.0.0 / Windows  
IP Address: 206.23.59.254  
Unique ID: 1442084932

## NJCAA Committee Proposal Submission Form

---

**Your Name** Katie Willingham

---

**Email** kwillingham1@columbiastate.edu

---

**Submitting Committee** DI Softball

---

**Proposal Title/Topic** NJCAA DIVISION I SOFTBALL POSTSEASON MODEL PROPOSAL

---

**Type of Proposal** Tournament/Championship Format Change

---

**Proposed Effective Date of Proposal** August 1, 2027

---

**Rationale for Proposal** Executive Summary

The NJCAA Division I and Division II Softball and Baseball Committees propose a revised postseason model projected to begin in Spring 2028. The model introduces a Super Regional round for both sports, expands competitive equity, aligns with national championship trends, and provides institutions and host sites sufficient lead time for planning, budgeting, and facility preparation.

Under this proposal, postseason participation will include 32 teams per sport and division, advancing from Regional/District play to Super Regionals, and culminating in the NJCAA World Series.

Guiding Principles & Common Framework

- Improve the student-athlete postseason experience
- Align NJCAA championships with national best practices
- Ensure equitable geographic and regional representation
- Maintain fiscal and logistical responsibility
- Provide predictable timelines for host institutions

---

**Please specify the NJCAA Handbook section(s) affected**

Varies between all 4 of us but generally Sections 3, 4, 8

---

## Current NJCAA Handbook Language

### Qualification of Teams for Competition

A. Districts:

B. District and Region play must be completed on or before May 17, 2026

C. District Tournaments must be double elimination.

D. District Directors shall be responsible for the following:

1. 5B Meet with Region Director for all regions involved in the District Playoff to determine: i. Playoff format, dates, sites, and financial responsibilities. ii. West 1 Submit the completed and signed District Playoff Championship Contract to the Division I Softball Chair at the NJCAA Annual Meeting. 2. Notify the World Series Director and National Office when district results are complete

E. Substitution Process 1. In the event the district representative cannot attend, the district runner-up will take their place 2.

Section 4. If the runner-up cannot attend, the DI softball committee will select the replacement based on the same selection process used for at-large selections.

Section 4. If the runner-up cannot attend, the DI softball committee will select the replacement based on the same selection process used for at-large selections. World Series Seeding

A. The World Series shall consist of 16 District Representatives with 4 At-Larges

B. The NJCAA DI Softball Committee adheres to the NJCAA Sport Committee & Poll Process as listed in Section 9 of the NJCAA General Sport Code relating to World Series seeding.

C. Seeding will be completed no later than the day after the district cutoff date - May 18, 2026

D. Seeds 13-20 will play an opening round game, with the winners moving on to face the 1-4 seeds in the second round of play, and the losers moving into consolation play.

E. All teams will be seeded, and at-large bids will be chosen by the following criteria, listed in no particular order:

1. Overall, Body of Work/Record

2. 3. 4. Final regular season poll results. Results of Region/District playoffs.

Strength of Schedule (to include when teams have traveled outside their Region as well as contests played at neutral sites).

5. Quality Wins/Quality Losses/Bad Losses/teams in poll/teams in respective World Series

6. 7. 8. 9. Record against NJCAA Division I top 20 teams for the season Record against NJCAA Division I opponents Record against NJCAA Division II, NJCAA Division III, NWAC and CCCAA.

Participation and placement in respective Region/District Tournament.

10. Strength of Region/District. F. Section 5. Only games vs. NJCAA, NWAC, and CCCAA will be considered.

Section 8. NJCAA DI Softball Poll

A. The NJCAA DI Softball Committee adheres to the NJCAA Sport Committee & Poll Process listed in Section 9 of the NJCAA General Sport Code relating to poll procedures.

B. Poll Criteria

1. Overall record

2. 3. 4. 5. C. Record since last poll Last 10 games Record vs.

District opponents Record vs. DI, DII, DIII opponents Poll Dates:

Jan. 20<sup>^</sup>, Feb. 23, Mar. 2, Mar. 9, Mar. 16, Mar. 23, Mar. 30, Apr.

6, Apr. 14, Apr. 20, Apr. 27, May 4. <sup>^</sup>Preseason poll

## **Proposed NJCAA Handbook Language**

### Section 3. Qualification of Teams for Competition

National Tournament Structure: The National Tournament will be a 32 team national tournament consisting of automatic qualifiers determined by Region size with the remaining teams selected based on at-large criteria to fill out the 32 team bracket. Teams will be split into eight 4-team Super Regionals with the 8 winning teams advancing to the World Series.

2028 Important Dates:

Super Regional Host Bid Document Available: October 15, 2028

Super Regional Host Bid Document Submission Deadline: April 8, 2028

Super Regional Host Sites Awarded: April 24, 2028

Regional Completion Deadline: May 7, 2028

Tournament Qualifiers Notified: May 8, 2028

Bracket Reveal: May 9, 2028

Super Regionals: May 13-15, 2028

NJCAA World Series: May 23-27, 2028

Automatic Qualification Standards by Region

1-2 teams - Combine with another region

3-12 teams - 1 automatic bid

13+ teams - 2 automatic bids

Regions with automatic qualifiers may be combined with regions that do not have automatic qualifiers based on geography.

Automatic qualifiers will be finalized annually one month after the deadline for NJCAA membership dues.

At-Large Selection Criteria

## 1. Overall Body of Work

a. Overall Record, only to include games vs. NJCAA, NWAC, CCCAA, and Military Preparatory Schools will be considered.

### b. Strength of Schedule

i. Record vs. teams ranked in the poll in your division

ii. Record vs. teams ranked in the poll outside your division

iii. Record vs. region/conference opponents

iv. Record against non-region/non-conference opponents

v. Overall record on the road, at a neutral site, and at home

c. Overall record for last 20 games to include post season competition

### d. Massey Ratings

## 2. Strength of Region

a. Historical success of region, district, team at the national tournament over the previous 3 seasons

## Super Regional

A Super Regional Host manual will include additional information required for hosting as well as game times and other venue specific requirements.

Format: Each Super Regional shall be conducted as a four-team double-elimination tournament with the champion of each Super Regional site advancing to the NJCAA World Series.

## Schedule:

Day 1: Games 1 & 2

Day 2: Games 3, 4 & 5

Day 3: Games 6 & 7 (if necessary)

Site Selection: There shall be eight Super Regional sites selected by the Sport Committee with input from the Championships & Alignment Committee and the NJCAA National Office. Super Regional sites will be geographically placed throughout the country with no more than two sites being awarded to one region.

World Series:

The NJCAA World Series will be an eight-team double elimination tournament, consisting of two 4-team pods. Each pod winner will participate in a best 2 of 3 championship series.

Day 1: Games 1-4

Day 2: Games 5-10

Day 3: Games 11-14 (Games 12 and 14 are if necessary)

Day 4: Game 1 of Championship Series

Day 5: Games 2 and 3 (Game 3 is if necessary) of Championship Series

Section 8 NJCAA D1 Softball Poll

Poll Criteria: The NJCAA Division 1 Softball Poll shall be conducted using the same criteria as the At-Large Selection Criteria found in section 3 of the Division 1 Softball Sport Code.

\*\*\*The following sections of the Division I Softball Sport Code would be deleted for 2028 if this passes:\*\*\*

Section 3: would be replaced entirely by above

Section 4: would be replace entirely by above.

Section 8: Delete section A and B. Keep C

**Please include any additional notes for your proposal. (Optional)**

The Division 1 & 2 Baseball & Softball Committees have spent extensive time working together to create a comprehensive proposal that is consistent across for both sports and both divisions. If approved it would create a national tournament format more consistent with other collegiate national tournaments. The attached document provides a detailed look at what the format will look like for both sports and divisions.

---

**Please attach any supporting documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19286162182>

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IP Address: 38.65.61.211  
Unique ID: 1442084396

## NJCAA Committee Proposal Submission Form

---

**Your Name** Chris Robinson

---

**Email** chris.robinson@jcc.edu

---

**Submitting Committee** DII Softball

---

**Proposal Title/Topic** NJCAA DIVISION II SOFTBALL POSTSEASON MODEL PROPOSAL

---

**Type of Proposal** Tournament/Championship Format Change

---

**Proposed Effective Date of Proposal** AUGUST 1ST, 2027

---

**Rationale for Proposal** Executive Summary

The NJCAA Division I and Division II Softball and Baseball Committees propose a revised postseason model projected to begin in Spring 2028. The model introduces a Super Regional round for both sports, expands competitive equity, aligns with national championship trends, and provides institutions and host sites sufficient lead time for planning, budgeting, and facility preparation.

Under this proposal, postseason participation will include 32 teams per sport and division, advancing from Regional/District play to Super Regionals, and culminating in the NJCAA World Series.

Guiding Principles & Common Framework

- Improve the student-athlete postseason experience
- Align NJCAA championships with national best practices
- Ensure equitable geographic and regional representation
- Maintain fiscal and logistical responsibility
- Provide predictable timelines for host institutions

---

**Please specify the NJCAA Handbook section(s) affected** SECTION 3, 4, 8.

---

**Current NJCAA Handbook  
Language**

Section 3. Qualification of Teams for Competition

A. Districts

B. District and Region play must be complete on or before May 10, 2026

C. All colleges must qualify in compliance with Article XII of the NJCAA bylaws.

D. District Tournaments must be double elimination.

E. District Directors shall be responsible for the following:

1. Determining date of their respective District Tournaments and notifying the World Series Director in writing by Jan. 1

2. Determining the playoff format, dates, sites and financial responsibility.

3. Complete and submit district playoff contract to the Division II Softball Chair at the Annual Meeting:

4. Notify the NJCAA National Office when the results of that tournament are known.

F. Substitution Process

G. 1. If a District champion cannot attend, the district runner-up will replace them

H. 2. If the District runner-up cannot attend, then the DII SB Committee will select a replacement based on the at-large criteria

Section 4. World Series Seeding

A. The World Series shall consist of 16 District Representatives with 4 At-Larges

B. The NJCAA DII Softball Committee adheres to the NJCAA Sport Committee & Poll Process as listed in Section 9 of the NJCAA General Sport Code relating to World Series seeding.

C. Seeding will be completed no later than the day after the district cutoff date - May 11, 2026

D. Seeding will be based on, in no order:

1. Over-all body of work

2. Final regular season poll

3. Results of post-season play (Region and District)

4. Strength of Schedule (to include neutral site and out of region consideration)

5. Quality wins and losses, bad losses. Looking at polls/teams who have qualified for WS

6. Record against NJCAA DII, DI, and DIII ranked teams

7. Record against NJCAA DII opponents

8. Record against all other NJCAA opponents as well as NWAC and CCCAA.

9. Participation and placement in respective post-season tournaments

10. Strength of Region/District

11. Only games against NJCAA, NWAC, and CCCAA will be considered in rankings and seeding

12. Regions/Districts cannot have more than three total World Series Bids

Section 8. NJCAA DII Softball Poll

A. The NJCAA DII Softball Committee adheres to the NJCAA Sport Committee & Poll Process listed in Section 9 of the NJCAA General Sport Code relating to poll procedures.

B. Poll Criteria

1. Overall record
2. Record since last poll
3. Last 10 games
4. Record vs. District opponents
5. Record vs. DI, DII, DIII opponent

## **Proposed NJCAA Handbook Language**

### Section 3. Qualification of Teams for Competition

National Tournament Structure: The National Tournament will be a 32 team national tournament consisting of automatic qualifiers determined by Region size with the remaining teams selected based on at-large criteria to fill out the 32 team bracket. Teams will be split into eight 4-team Super Regionals with the 8 winning teams advancing to the World Series.

2028 Important Dates:

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Regional Completion Deadline: May 7, 2028

Tournament Qualifiers Notified: May 8, 2028

Bracket Reveal: May 9, 2028

Super Regionals: May 13-15, 2028

NJCAA World Series: May 23-27, 2028

Automatic Qualification Standards by Region

1-2 teams - Combine with another region

3-12 teams - 1 automatic bid

13+ teams - 2 automatic bids

Regions with automatic qualifiers may be combined with regions that do not have automatic qualifiers based on geography.

Automatic qualifiers will be finalized annually one month after the deadline for NJCAA membership dues.

At-Large Selection Criteria

## 1. Overall Body of Work

a. Overall Record, only to include games vs. NJCAA, NWAC, CCCAA, and Military Preparatory Schools will be considered.

### b. Strength of Schedule

i. Record vs. teams ranked in the poll in your division

ii. Record vs. teams ranked in the poll outside your division

iii. Record vs. region/conference opponents

iv. Record against non-region/non-conference opponents

v. Overall record on the road, at a neutral site, and at home

c. Overall record for last 20 games to include post season competition

d. Massey Ratings

## 2. Strength of Region

a. Historical success of region, district, team at the national tournament over the previous 3 seasons

## Super Regional

A Super Regional Host manual will include additional information required for hosting as well as game times and other venue specific requirements.

Format: Each Super Regional shall be conducted as a four-team double elimination tournament with the champion of each Super Regional site advancing to the NJCAA World Series.

## Schedule:

Day 1: Games 1 & 2

Day 2: Games 3, 4, & 5

Day 3: Games 6 & 7 (if necessary)

Site Selection: There shall be eight Super Regional sites selected by the Sport Committee with input from the Championships & Alignment Committee and the NJCAA National Office. Super Regional sites will be geographically placed throughout the country with no more than two sites being awarded to one region.

World Series:

The NJCAA World Series will be an eight-team double elimination tournament, consisting of two four team pods. Each pod winner will participate in a best two of three championship series.

Day 1: Games 1-4

Day 2: Games 5-10

Day 3: Games 11-14 (games 12 and 14 are if necessary games)

Day 4: Game 1 of championship series

Day 5: Games 2 & 3 (game 3 is if necessary)

Section 8 NJCAA DII Softball Poll

Poll Criteria: The NJCAA Division II Softball Poll shall be conducted using the same criteria as the At-Large Selection Criteria found in section 3 of the Division II Softball Sport Code.

\*\*\*The following sections of the Division II Softball Sport Code would be deleted for 2028 if this passes:\*\*\*

Section 3: would be replaced entirely by above

Section 4: would be replaced entirely by above

Section 8: Delete A, B

**Please include any additional notes for your proposal. (Optional)**

The Division 1 & 2 Baseball & Softball Committees have spent extensive time working together to create a comprehensive proposal that is consistent across for both sports and both divisions. If approved it would create a national tournament format more consistent with other collegiate national tournaments. The attached document provides a detailed look at what the format will look like for both sports and divisions.

---

**Please attach any supporting documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19286154708>

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IP Address: 148.77.67.10  
Unique ID: 1441444195

## NJCAA Committee Proposal Submission Form

---

**Your Name** Michael Belfiore

---

**Email** michael.belfiore@sunywcc.edu

---

**Submitting Committee** Bowling

---

**Proposal Title/Topic** Tournament Format Change & MISC

---

**Type of Proposal** Tournament/Championship Format Change

---

**Proposed Effective Date of Proposal** August 1, 2026

---

**Rationale for Proposal**

Rationale: The bowling coaches and coaches association have long requested a review of the format of the national tournament events. This new tournament format would allow for a total team pinfall to determine an 8-team elimination bracket. It would maintain singles and doubles along with team games to allow for all participant's to compete in the same manner they had in years past. It changes the Baker game portion to only apply to the top 8 teams, setting up a single elimination tournament based on total pin fall seeding. The new format also allows for all Americans to be determined before the Banquet and to be honored in front of all at this event. It also adjust the ball limit to be in line with other national tournaments along with requiring entries to be in no later than one week prior to the National Tournament. In addition, lane assignment rules are clarified in Section 5.

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**Please specify the NJCAA Handbook section(s) affected**

Sport Code - 11. Bowling - Sections 3, 4, & 5

---

## 11. BOWLING – MEN’S & WOMEN’S

### Section 1. Tournament Dates

A. The tournament shall be scheduled for the weekend of the first Saturday in March. The tournament dates may have to be adjusted based on host’s availability to secure adequate facility to conduct the tournament.

March 5 -7, 2026 at Royal Scot Golf & Bowl; Lansing, MI

March 4 -6, 2027 at Royal Scot Golf & Bowl; Lansing, MI

March 2-4, 2028, 2025 at Airport Lanes; Cheektowaga, NY

B. All Region Tournaments must be completed no later than 10 days prior to the start of the National Tournament (February 22, 2026)

### Section 2. Tournament Host Pre-Tournament Responsibilities

A. Invitations to participate must be extended to all member colleges of the NJCAA.

B. The Tournament Director will send official entry blanks to the interested teams and will notify them of the events, their order, the

time schedule, the deadline for entries and other pertinent information.

### Section 3. Participation Requirements

A. Entries are due one week prior to the National Tournament. (February 26, 2206)

B. No contestant shall be permitted to enter an NJCAA Championship Bowling Tournament unless accompanied by (1) a coach or faculty member of the sending institution or (2) a designated supervisory coach or faculty member from an NJCAA member college.

Designation of a supervisory person in (2) above must be in writing. It shall bear the seal of the college and signatures of the Athletic

Director and President or Dean of the sending institution. It shall be sent by certified mail to the Tournament Director. All contestants

must remain under the supervision of their coach or the designated supervisory person throughout the tournament and until

departure from the site.

C. Participants in the NJCAA Bowling Championship should be dressed appropriately:

1. Must have team shirts with the college name on the back.

2. Participants may wear skirts, shorts or dress slacks.

3. No jeans allowed.

4. Violators of dress decorum will be asked by either the Tournament Director or NJCAA Representative to alter dress to comply with the stated dress decorum. If they don't comply, the incident will be referred to the Championship Events Committee for possible sanctions.

D All coaches, athletes and support personnel are expected to be familiar with and follow the NJCAA Code of Conduct. This code may be found under Article XX of the NJCAA bylaws.

#### Section 4. Tournament Events

A. Each member college is allowed to enter up to eight participants. A maximum of six players per team must be designated to

count for team scoring in Doubles/Singles competition prior to the start of the tournament. Any college may enter as few events as they wish.

B. The tournament shall consist of the following events:

1. Doubles Event - two team members are paired together to bowl three games. Combined pin fall per doubles team will determine doubles competition. If a team has an odd number of players, the odd player may bowl three games during doubles competition but shall not be eligible for that award. Players may not be paired with members from another college.

2. Singles Event - all entrants will bowl three games. This pin fall will be used to determine singles competition.

3. Five Man/Woman Event - there will be two, three game blocks in this event. Teams will be seeded for each block of three games. Teams may only bowl up to five members of their team during this format. Any additional players may only be used as substitutes.

4. Baker Games - nine games shall be bowled in the Baker format (three, three-game blocks). Teams will be seeded at the start of each three-game block. Up to three substitutions per Baker Game will be permitted. Founded by the American Bowling Congress Secretary Emeritus, Frank Baker, the Baker System of scoring utilizes all five players in a single line of scoring with the lead-off player rolling the first and sixth frame, the second player rolling the second and seventh frame, and so on, with the anchor (fifth) bowler rolling the fifth and tenth or final frame.

5. Team scoring will be determined by total pin fall as follows:

i. At the conclusion of doubles and singles competition, the top five highest pin falls (of the maximum designated six players) shall be counted towards the team total.

ii. The six games bowled in the Five Man/Woman format will count towards team total.

iii. Nine Baker games will count towards the team total.

C. In case of a tie for first place, the teams will be declared co-champions.

#### Section 5. Rules and Officials

A. USBC Collegiate Division rules shall be followed.

1. Lane Assignments- Lane assignments will be determined by the tournament director and provided prior to the start of play. The "move" consisting of new lane assignments will occur after the double's events. Individual bowlers must stay within their groupings and cannot switch out of their groups and associated

assignments once tournament play begins and the same groupings must be kept after the "move".

B. The Tournament Host shall be responsible for securing the services of all necessary officials, judges, etc. to satisfactorily conduct

the tournament as determined by the NJCAA Committee on Bowling.

C. All teams will abide by the five-ball limit rule at both regional and national championships. Balls will be registered with the Tournament Director who will be responsible for administering this rule.

D. There is to be no practice session (bowling) of any type once tournament play begins.

E. Ball registration sheets must be turned in prior to the start of warm-ups on the beginning day of the tournament. No equipment may be changed after that point.

F. Lanes shall be re-oiled after the Doubles and Singles competition.

## 11. BOWLING – MEN’S & WOMEN’S

### Section 1. Tournament Dates

A. The tournament shall be scheduled for the weekend of the first Saturday in March. The tournament dates may have to be adjusted based on host’s availability to secure adequate facility to conduct the tournament. NY March 5 -7, 2026 at Royal Scot Golf & Bowl; Lansing, MI March 4 -6, 2027 at Royal Scot Golf & Bowl; Lansing, MI

B. All Region Tournaments must be completed no later than 10 days prior to the start of the National Tournament

### Section 2. Tournament Host Pre-Tournament Responsibilities

A. Invitations to participate must be extended to all member colleges of the NJCAA.

B. The Tournament Director will send official entry blanks to the interested teams and will notify them of the events, their order, the time schedule, the deadline for entries and other pertinent information.

### Section 3. Participation Requirements

A. Entries are due 10 days prior to the National Tournament.

B. No contestant shall be permitted to enter an NJCAA Championship Bowling Tournament unless accompanied by (1) a coach or faculty member of the sending institution or (2) a designated supervisory coach or faculty member from an NJCAA member college. Designation of a supervisory person in (2) above must be in writing. It shall bear the seal of the college and signatures of the Athletic Director and President or Dean of the sending institution. It shall be sent by certified mail to the Tournament Director. All contestants must remain under the supervision of their coach or the designated supervisory person throughout the tournament and until departure from the site.

C. Participants in the NJCAA Bowling Championship should be dressed appropriately:

1. Must have team shirts with the college name on the back.

2. Participants may wear skirts, shorts or dress slacks.

3. No jeans allowed.

4. Violators of dress decorum will be asked by either the Tournament Director or NJCAA Representative to alter dress to comply with the stated dress decorum. If they don't comply, the incident will be referred to the Championship Events Committee for possible sanctions.

D All coaches, athletes and support personnel are expected to be familiar with and follow the NJCAA Code of Conduct. This code may be found under Article XX of the NJCAA bylaws.

### Section 4. Tournament Events

A. Each member college is allowed to enter up to eight

participants. A maximum of six players per team must be designated to count for team scoring in Doubles/Singles competition prior to the start of the tournament. Any college may enter as few events as they wish.

B. The tournament shall consist of the following events:

1. Doubles Event - two team members are paired together to bowl three games. Combined pin fall per doubles team will determine doubles competition. If a team has an odd number of players, the odd player may bowl three games during doubles competition but shall not be eligible for that award. Players may not be paired with members from another college.

2. Singles Event - all entrants will bowl three games. This pin fall will be used to determine singles competition.

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4. Baker Games - nine games shall be bowled in the Baker format (three, three-game blocks). Teams will be seeded at the start of each three-game block.

Top 8 teams after Singles, Doubles and Team event will bowl in a single elimination seeded bracket using Baker games in a Best of 7.

Tie Breaker for Seeding Purposes:

In the case there is a tie for seeding among the top 8, the tie will be broken by the team who has bowled the highest team game score. If there is a tie for the last seed, a full head to head baker will be bowled and the highest score will be awarded the seed. If tied after the baker games it will go to a coin flip. This will be held immediately after the 5 man/women competition.

Up to three substitutions per Baker Game will be permitted.

Founded by the American Bowling Congress Secretary Emeritus, Frank Baker, the Baker System of scoring utilizes all five players in a single line of scoring with the lead-off player rolling the first and sixth frame, the second player rolling the second and seventh frame, and so on, with the anchor (fifth) bowler rolling the fifth and tenth or final frame.

5. Team scoring will be determined by total pin fall as follows:

i. At the conclusion of doubles and singles competition, the top five highest pin falls (of the maximum designated six players) shall be counted towards the team total.

ii. The six games bowled in the Five Man/Woman format will count towards team total.

iii. Nine Baker games will count towards the team total.

C. In case of a tie for first place, the teams will be declared co-champions. If there is a tie for a spot in the Top 8 bracket a full head to head baker will be bowled. During the bracket if a Best of 7 ends up tied, a full baker game will be bowled.

#### D. Tournament Schedule

1. Thursday will be doubles and singles
2. Friday will be 6 team games
3. Saturday will be the Top 8 Single elimination bracket best of 7 matches.
4. There will be a consolation match between the teams eliminated in the semifinals to determine 3rd place.
5. If time allows, a practice session will be run on Thursday morning.
6. The banquet will be on Friday evening and will present Doubles, Singles and All American awards along with Hall of Fame inductions.

#### Section 5. Rules and Officials

A. USBC Collegiate Division rules shall be followed.

1. Lane Assignments- Lane assignments will be determined by the tournament director and provided prior to the start of play. During doubles each team will have their bowlers on consecutive lanes with no more than one per lane. Bowlers will move pairs each game within a 6 or 8 lane block. All team members will be in the same block. The "move" consisting of a new lane assignment block will occur after the doubles events. Individual bowlers must stay within their groupings and cannot switch out of their groups and associated assignments once tournament play begins and the same groupings must be kept after the "move". During singles all members of the same team will still be on consecutive lanes in the same block. During team event teams will move lanes each game and use lane blocks of 6,8,10,12 teams.

B. The Tournament Host shall be responsible for securing the services of all necessary officials, judges, etc. to satisfactorily conduct the tournament as determined by the NJCAA Committee on Bowling.

C. All teams will abide by the five-ball/ six-ball limit rule at both regional and national championships. Balls will be registered with the Tournament Director who will be responsible for administering this rule.

D. There is to be no practice session (bowling) of any type once tournament play begins. E. Ball registration sheets must be turned in prior to the start of warm-ups on the beginning day of the tournament. No equipment may be changed after that point.

F. Lanes shall be re-oiled after the Doubles and Singles competition. Lanes will be oiled fresh at the beginning of each day. The bracket will use freshly oiled pairs each match.

#### Section 6. Finances

A. Each team shall pay its own expenses.

B. The entry fee shall be \$400 per team or \$80 per individual.

#### Section 7. Affiliation Recommendation

All students bowling in the intercollegiate level under the jurisdiction of the Athletic Director are encouraged to belong to the USBC Collegiate and that all leagues and tournaments be sanctioned by:

USBC Collegiate  
621 Six Flags Dr.  
Arlington, TX 76011

The NJCAA shall recognize and permit member institutions to participate in USBC Collegiate events after the conclusion of the NJCAA National Tournament as USBC Collegiate is an organization derived of two- and four-year colleges and seeks to promote opportunities for student-athletes to participate in the sport of bowling.

**Please attach any supporting  
documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19277903138>

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## SPORT COMMITTEE: Joint Bowling

### Sport Code Change Proposal

Rationale: The bowling coaches and coaches association have long requested a review of the format of the national tournament events. This new tournament format would allow for a total team pinfall to determine an 8-team elimination bracket. It would maintain singles and doubles along with team games to allow for all participant's to compete in the same manner they had in years past. It changes the Baker game portion to only apply to the top 8 teams, setting up a single elimination tournament based on total pin fall seeding. The new format also allows for all Americans to be determined before the Banquet and to be honored in front of all at this event. It also adjust the ball limit to be in line with other national tournaments along with requiring entries to be in no later than one week prior to the National Tournament.

## 11. BOWLING – MEN'S & WOMEN'S

### Section 1. Tournament Dates

A. The tournament shall be scheduled for the weekend of the first Saturday in March. The tournament dates may have to be adjusted based on host's availability to secure adequate facility to conduct the tournament. NY March 5 -7, 2026 at Royal Scot Golf & Bowl; Lansing, MI March 4 -6, 2027 at Royal Scot Golf & Bowl; Lansing, MI

B. All Region Tournaments must be completed no later than 10 days prior to the start of the National Tournament

### Section 2. Tournament Host Pre-Tournament Responsibilities

A. Invitations to participate must be extended to all member colleges of the NJCAA.

B. The Tournament Director will send official entry blanks to the interested teams and will notify them of the events, their order, the time schedule, the deadline for entries and other pertinent information.

### Section 3. Participation Requirements

A. **Entries are due 10 days prior to the National Tournament.**

B. No contestant shall be permitted to enter an NJCAA Championship Bowling Tournament unless accompanied by (1) a coach or faculty member of the sending institution or (2) a designated supervisory coach or faculty member from an NJCAA member college. Designation of a supervisory person in (2) above must be in writing. It shall bear the seal of the college and signatures of the Athletic Director and President or Dean of the sending institution. It shall be sent by certified mail to the Tournament Director. All contestants must remain under the supervision of their coach or the designated supervisory person throughout the tournament and until departure from the site.

C. Participants in the NJCAA Bowling Championship should be dressed appropriately:

1. Must have team shirts with the college name on the back.
2. Participants may wear skirts, shorts or dress slacks.

3. No jeans allowed.

4. Violators of dress decorum will be asked by either the Tournament Director or NJCAA Representative to alter dress to comply with the stated dress decorum. If they don't comply, the incident will be referred to the Championship Events Committee for possible sanctions.

D All coaches, athletes and support personnel are expected to be familiar with and follow the NJCAA Code of Conduct. This code may be found under Article XX of the NJCAA bylaws.

#### **Section 4. Tournament Events**

A. Each member college is allowed to enter up to eight participants. ~~A maximum of six players per team must be designated to count for team scoring in Doubles/Singles competition prior to the start of the tournament.~~ Any college may enter as few events as they wish.

B. The tournament shall consist of the following events:

1. Doubles Event – two team members are paired together to bowl three games. Combined pin fall per doubles team will determine doubles competition. If a team has an odd number of players, the odd player may bowl three games during doubles competition but shall not be eligible for that award. Players may not be paired with members from another college.

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3. Five Man/Woman Event – there will be ~~two, three~~ a 6 game block in this event. ~~Teams will be seeded for each block of three games.~~ Teams may only bowl up to five members of their team during this format. Any additional players may only be used as substitutes.

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**Top 8 teams after Singles, Doubles and Team event will bowl in a single elimination seeded bracket using Baker games in a Best of 7.**

**Tie Breaker for Seeding Purposes:**

**In the case there is a tie for seeding among the top 8, the tie will be broken by the team who has bowled the highest team game score. If there is a tie for the last seed, a full head to head baker will be bowled and the highest score will be awarded the seed.**

**If tied after the baker games it will go to a coin flip. This will be held immediately after the 5 man/women competition.**

Up to three substitutions per Baker Game will be permitted. Founded by the American Bowling Congress Secretary Emeritus, Frank Baker, the Baker System of scoring utilizes all five players in a single line of scoring with the lead-off player rolling the first and sixth frame, the second player rolling the second and seventh frame, and so on, with the anchor (fifth) bowler rolling the fifth and tenth or final frame.

5. Team scoring will be determined by total pin fall as follows:

I. At the conclusion of doubles and singles competition, the top five highest pin falls ~~(of the maximum designated six players)~~ shall be counted towards the team total.

ii. The six games bowled in the Five Man/Woman format will count towards team total.

iii. ~~Nine Baker games will count towards the team total.~~

C. ~~In case of a tie for first place, the teams will be declared co-champions.~~ If there is a tie a spot in the Top 8 bracket a full head to head baker will be bowled. During the bracket if Best of 7 ends up tied, a full baker game will be bowled.

D. **Tournament Schedule**

1. Thursday will be doubles and singles

2. Friday will be 6 team games

3. Saturday will be the Top 8 Single elimination bracket best of 7 matches.

4. There will be a consolation match between the teams eliminated in the semifinals to determine 3<sup>rd</sup> place.

5. If time allows, a practice session will be run on Thursday morning.

6. The banquet will be on Friday evening and will present Doubles, Singles and All American awards along with Hall of Fame inductions.

## Section 5. Rules and Officials

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D. There is to be no practice session (bowling) of any type once tournament play begins.

E. Ball registration sheets must be turned in prior to the start of warm-ups on the beginning day of the tournament. No equipment may be changed after that point.

F. Lanes shall be re-oiled after the Doubles and Singles competition. Lanes will be oiled fresh at the beginning of each day. The bracket will use freshly oiled pairs each match.

## Section 6. Finances

- A. Each team shall pay its own expenses.
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**Section 7. Affiliation Recommendation**

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Arlington, TX 76011

The NJCAA shall recognize and permit member institutions to participate in USBC Collegiate events after the conclusion of the NJCAA National Tournament as USBC Collegiate is an organization derived of two- and four-year colleges and seeks to promote opportunities for student-athletes to participate in the sport of bowling.

Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 18, 2026 5:08 pm  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 76.248.76.97  
Unique ID: 1442990254  
Location:

## NJCAA Committee Proposal Submission Form

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**Your Name** Brett Monaghan

---

**Email** bmonaghan@njcaa.org

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**Submitting Committee** Membership

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**Proposal Title/Topic** Membership Language Changes

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**Type of Proposal** Bylaw Change

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**Proposed Effective Date of Proposal** July 1st, 2026

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**Rationale for Proposal** Updates to Article I: Membership Dues & Responsibilities language to add to the continued improvements of membership processes made by the Membership Committee while also cleaning up language that contradicts the requirements of the association.

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**Please specify the NJCAA Handbook section(s) affected** Article I. Section 1. Dues. B, C1., C2

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**Current NJCAA Handbook Language**

B. Date Payable: The annual dues and membership form of each member institution shall be due and received by the NJCAA National Office on or before October 31st of each calendar year.

C. Late Payment: 1. In the event a member institution does not meet the membership dues deadline, the member college will be subject to a \$500 late fee.

2. If a member college's dues and membership form have not been received by the NJCAA National office on or before November 15th, the member college will be deemed ineligible for postseason competition and required to submit an appeal per Article VIII detailing the rationale for missing the deadline, along with the additional \$1,000 appeal fee within 12 calendar days to the NJCAA to be considered for reinstatement for the current academic year.

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**Proposed NJCAA Handbook  
Language**

Section 1. Dues. B. Date Payable: Payment of annual dues and the submission of the Membership Renewal Form for each member institution must be received by the NJCAA National Office no later than September 30th of each calendar year. The Membership Renewal Form and dues payment process will be made available to membership annually on July 1st.

Section 1. Dues. C. Late Payment 1. In the event a member institution does not meet the membership dues deadline, the member institution will be subject to a \$1,500.00 late fee.

Section 1. Dues. C. Late Payment 2. If a member institutions dues, late fee, and the Membership Renewal Form have not been received by the NJCAA National office on or before October 15th, the member institution will be deemed ineligible for all fall postseason competition.

Section 1. Dues. C. Late Payment 3. If a member institution's dues, late fee, and Membership Renewal Form are not received prior to December 1st, the member institution becomes a member not in good standing.

Remove letter D. from Section 1. Dues

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### **Item #5038 – Membership Applications**

1. Hudson County Community College – Jersey City, New Jersey
  - a. Region 15
  - b. Division III
    - i. Men’s and Women’s Basketball
  - c. President: Dr. Christopher Reber
  - d. Athletic Director: Jonathan Sisk
  - e. Effective Dates:
    - i. Year 0 – 2026-27
    - ii. Year 1 – 2027-28
    - iii. Year 2 – 2028-29

Form Name: NJCAA New Member Application  
Submission Time: September 23, 2025 5:43 pm  
Browser: Chrome 140.0.0.0 / Windows  
IP Address: 130.156.44.2  
Unique ID: 1383429874

## NJCAA New Member Application

<b>Institution Name</b>	Hudson County Community College
<b>Institution Address</b>	81 Sip Avenue Jersey City, NJ 07306
<b>Institutional Website</b>	www.hccc.edu
<b>Which regional organization is your institution accredited by?</b>	Middle States Commission on Higher Education (MSCHE)
<b>Name</b>	Jonathan Sisk
<b>Phone</b>	(864) 992-4259
<b>Email</b>	jsisk@hccc.edu
<b>Name</b>	Liliam Hogan
<b>Phone</b>	(201) 360-4055
<b>Email</b>	ap@hccc.edu
<b>Academic Calendar at Institution</b>	Semester
<b>Is your institution</b>	Public
<b>How many sports do you plan to offer in your first year of competition?</b>	4
<b>1 - Sport to be offered</b>	Men's Basketball
<b>Division</b>	Division III
<b>2 - Sport to be offered</b>	Women's Basketball
<b>Division</b>	Division III
<b>3 - Sport to be offered</b>	Men's Court Volleyball
<b>Division</b>	Division III
<b>4 - Sport to be offered</b>	Women's Court Volleyball
<b>Division</b>	Division III

**Has your institution had previous athletic membership with any governing body/organization?**  Yes

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**If yes, please explain.**

To my understanding Hudson County Community College had an NJCAA membership in the early to mid 1990's. The athletics program was cut completely in the mid to late 1990's and there has been no athletics programming in the interim.

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**What year is your institution requesting to begin NJCAA membership?**

2027-2028

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**Why is your institution seeking NJCAA Membership?**

Hudson County Community College is adding athletics to their offerings to add to the rich student-centered atmosphere of the College. There is a long history of advocacy for bringing athletics to Hudson County Community College from the community, student body, staff and faculty. The College is expanding and growing including the construction of the Student Success Center in downtown Jersey City that will house a competition gymnasium, walking track, fitness center, locker rooms and athletic training facility in addition to academic spaces. Joining the NJCAA is the natural progression as it is the leading governing body for two-year intercollegiate athletics and provides regional and national exposure, awards and championship opportunities to the students of Hudson County Community College.

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**What value does your institution bring to the current NJCAA membership?**

Hudson County Community College is a strong community college that is growing and increasing in size with an upward trend in enrollment. Hudson County is a prime location that includes the population center of Jersey City as well as Hoboken, Bayonne, Union City and North Bergen. The population served is over 720,000, however the exceptional public transit system allows for service to be provided to residents of New York City and Newark as well. Hudson County Community College is constructing a state of the art athletics facility that will include a competition gymnasium, walking track, fitness center, locker rooms and athletic training facility that will be a valuable addition to the schedules of other NJCAA institutions, specifically those of Region 19 members. In recent years Region 19 has lost membership and the addition of Hudson County Community College as a consistent opponent and dues payer will benefit both Region 19 and the NJCAA.

Athletics is well funded and institutionally supported which are paramount to being a consistent and reliable member of any athletics association or conference. The Office of Athletics is part of the College's Strategic Plan with the goal of hosting 10 total athletics programs over 6 years with the intention to grow and become a well-respected member of the NJCAA community.

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# Hudson County Community College Campus Visit Review

## Campus Visit Committee’s Rubric Summary

### **Facilities**

Average: 3.2 / 4

#### **Facilities — Sub-Category Averages**

Training Room	2.8
Weight Room / Fitness	3.2
Locker Rooms	2.6
Indoor Facilities	3.2
Outdoor / Shared Facilities	2.4
Maintenance Plan	2.7
Security of Facilities	3.4
Emergency Action Plans	3.6
Meet NJCAA Standards	3.4

### **Safety & Student Welfare**

Average: 3.6 / 4

#### **Safety & Student Welfare — Sub-Category Averages**

Transportation	3.6
Documentation Collection / Storage	3.2
Advising	3.4
Compliance	3.6
Academic Support (Study Tables, Tutoring, Tracking)	3.6
Online vs. In-Person Learning	3.2

THE NATIONAL GOVERNING BODY OF TWO YEAR COLLEGE ATHLETICS



**Budget & Financial Planning**

Average: 3.3 / 4

**Budget & Financial Planning — Sub-Category Averages**

Funding Model	3.2
Recurring vs. Stand-Alone Funds	3.0
Annual Budgets vs. Start-Up Costs	3.2
Fundraising	3.0
Financial Aid / Scholarships	3.4
Insurance	3.0

**Athletics & Institutional Strategic Plan**

Average: 3.7 / 4

**Athletics & Institutional Strategic Plan — Sub-Category Averages**

Athletics Strategic Plan	3.6
Recruiting Plan / Roster Size	3.2
Facility Improvements / Future Plans	3.4
Future Sport Offerings	3.4
Website	3.0
Institutional Strategic Plan	3.8
Institutional Mission Statement	3.8

**Staffing**

Average: 3.2 / 4

**Staffing — Sub-Category Averages**

Overall Staffing Plan (FT vs PT)	3.2
Full-Time Athletic Director	3.8
Compliance Staffing	3.4
Sports Information Director	2.2



Athletic Trainer	3.0
Game Day Management	3.2
Additional Administrative Support	3.2
Athletic Academic Advising	3.4
Coach-to-Student Athlete Ratio	3.2
Job Descriptions	3.4

### **Handbooks, Policies & Governance**

Average: 3.5 / 4

#### **Handbooks, Policies & Governance — Sub-Category Averages**

Student & Student-Athlete Handbooks	3.2
Campus Code of Conduct	3.6
Athletic Department Rules	3.6
Campus Resource Guide	3.4
Athletic Department Philosophy	3.6
Institutional Academic Requirements	3.6
Media / Public Relations	3.0

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#### **🔍 Highest-rated subcategories:**

- Institutional Strategic Plan (3.8)
- Institutional Mission Statement (3.8)
- Full-Time Athletic Director (3.8)
- Emergency Action Plans (3.6+)

#### **🔍 Lowest-rated subcategories:**

- Sports Information Director (2.2)
- Outdoor Facilities (2.4)



- Locker Rooms (2.6)

📌 **Overall pattern:**

Scores cluster between 3.2–3.6, indicating strong readiness with predictable, start-up related constraints rather than systemic risk.

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### Strengths vs. Opportunities Matrix

#### Strengths

- Strong institutional and presidential support for athletics
- Full-time Athletic Director with NJCAA experience
- Athletics embedded in institutional strategic plan and mission
- New indoor athletic facility with comprehensive design
- Well-developed Emergency Action Plans and campus security
- Charter transportation model for team travel
- Robust academic advising, tutoring, and grade tracking systems
- Clear compliance understanding and eligibility oversight
- Multi-year athletics growth and sport expansion plan
- Solid start-up funding and capital investment

#### Opportunities

- Limited locker room capacity for teams, officials, and visitors
- No permanent outdoor athletic facilities
- Heavy reliance on the Athletic Director for SID responsibilities
- Inconsistent athletic trainer coverage, especially for practices



- Lack of dedicated strength and conditioning supervision
- Long-term sustainability of the \$2 per credit hour student fee
- Need for catastrophic injury insurance coverage
- Fundraising model is still in early development
- Advising model could benefit from a designated athletics liaison

### Big Picture Takeaway

Across all five reviewers, there is **strong consensus** that the institution is **well prepared to launch athletics**, with particular strengths in **leadership, facilities planning, academic support, and institutional commitment**. The most consistent opportunities for improvement relate to **long-term scalability** — locker rooms, outdoor facilities, staffing depth, fundraising structure, and insurance coverage.

### Recommended Follow-Up Conditions & Action Items

#### Facilities

- Reassess locker room usage and capacity within the first two competitive seasons
- Formalize long-term agreements for outdoor sport venues
- Develop a contingency plan if facility expansion timelines shift

#### Safety & Student Welfare

- Implement daily enrollment and eligibility alerts (drop-below-12 and dropped-all-courses)
- Explore web-based document and compliance management platforms
- Identify or designate an athletics-specific advising liaison

#### Budget & Financial Planning



- Reevaluate the student athletic fee model within 2–3 years
- Establish a formal fundraising plan with benchmarks and staffing support
- Secure catastrophic injury insurance coverage prior to full competition

#### **Staffing**

- Develop a phased plan for Sports Information support beyond the AD
- Ensure consistent athletic trainer coverage for both games and practices
- Address strength and conditioning supervision as sport offerings increase

#### **Governance & Operations**

- Require annual review and acknowledgment of student-athlete handbooks
- Conduct regular compliance audits as the department grows
- Schedule structured check-ins with part-time coaches



## Executive Summary

Based on a review of five NJCAA New Member Campus Visit Rubrics, there is strong consensus that the institution is well positioned to launch intercollegiate athletics. Reviewers consistently cited institutional commitment, leadership strength, academic support infrastructure, and strategic planning as clear strengths. The presence of a full-time Athletic Director with NJCAA experience, alignment with the institutional strategic plan, and significant investment in new athletic facilities were viewed as major indicators of readiness.

Facilities planning—particularly the new indoor complex—was widely praised and expected to meet NJCAA standards upon completion. Safety protocols, emergency action planning, and transportation policies (charter-only travel) were viewed as best practices that prioritize student-athlete welfare.

Opportunities for improvement were primarily related to long-term sustainability and growth. The most consistent concerns included locker room capacity, reliance on external outdoor facilities, staffing depth (particularly Sports Information and Athletic Training coverage), formalization of athletics-specific advising, insurance coverage, and fundraising structure. Reviewers emphasized that these areas do not represent barriers to membership, but rather key focus areas as the program scales.

Overall, the visit team feedback reflects confidence in the institution's preparedness to begin NJCAA competition, with thoughtful recommendations intended to strengthen operational effectiveness over time.

## 1. Facilities

### Agreed-Upon Strengths

- **New indoor facility** is a major strength and widely praised. Reviewers consistently noted that the **design, layout, and planned amenities meet or exceed NJCAA standards** once construction is complete.



- **Training room and weight room plans** are viewed as appropriate and functional for start-up programs.
- **Security presence** is strong, with 24-hour coverage, coordination between Public Safety and Athletics, and clear commitment to game-day security.
- **Emergency Action Plans (EAPs)** are well developed, detailed, and campus-wide.

#### **Weaknesses / Opportunities for Improvement**

- **Locker room capacity** is the most consistent concern. Having only two team locker rooms may create challenges for:
  - Overlapping seasons
  - Visiting teams and officials
  - Long-term program growth
- **Outdoor facilities** remain underdeveloped. Reliance on:
  - County parks
  - Rental agreements
  - Partnerships with external institutionsis acceptable short term, but reviewers noted this could become a **pressure point as sports expand**.
- Several reviewers emphasized the need to **revisit space allocation** as the number of sports increases.

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## **2. Safety & Student Welfare**

### **Agreed-Upon Strengths**

- **Charter bus transportation** for team travel was unanimously viewed as a best practice and a strong commitment to student safety.
- **Academic advising and support structures** are a major strength:



- Intrusive advising models
- Strong collaboration between Athletics, Advising, and Student Affairs
- Existing tutoring, study tables, and grade-tracking systems
- **Compliance knowledge** is strong, especially due to the AD's NJCAA experience and institutional support.
- **Academic monitoring tools** and campus-wide systems (e.g., Navigate) are well integrated.

#### **Weaknesses / Opportunities for Improvement**

- **Documentation storage** is generally solid, but multiple reviewers suggested:
  - Moving beyond paper-based systems
  - Exploring web-based compliance/document platforms
- **Eligibility monitoring frequency** was flagged:
  - Weekly enrollment checks may not be sufficient
  - Several reviewers recommended **daily alerts** for dropped courses or falling below 12 credits
- **Athletics-specific advising liaison:** While advising is strong overall, multiple reviewers suggested identifying or formalizing an advisor dedicated to student-athletes for consistency.

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### **3. Budget & Financial Sustainability**

#### **Agreed-Upon Strengths**

- **Start-up funding is secure**, with strong institutional, county, and capital investment.
- Reviewers consistently agreed the institution has:
  - A clear understanding of start-up vs. recurring costs



- Multi-year budget planning in place
- **Foundation and Advancement support** is viewed as a positive and necessary partner for athletics growth.
- Competing at **NJCAA Division III** aligns with available financial aid structures.

#### **Weaknesses / Opportunities for Improvement**

- **\$2 per credit hour student fee** raised recurring concern:
  - Several reviewers questioned whether it will be sufficient long-term
  - Suggestions included revisiting or increasing the fee as programs grow
- **Fundraising structure** needs refinement:
  - Clear goals, timelines, and staffing support
  - Strong intent exists, but execution will be critical
- **Insurance coverage:**
  - Multiple reviewers strongly recommended adding **catastrophic injury insurance**
  - Greater clarity needed around secondary insurance policies

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#### **4. Athletics & Institutional Strategic Planning**

##### **Agreed-Upon Strengths**

- Athletics is **clearly embedded in the institutional strategic plan**, with visible support from:
  - President
  - Board
  - Senior leadership
- **Athletics strategic plan** is well thought out, phased, and aligned with:



- Enrollment goals
- Title IX considerations
- Regional sport offerings
- **Future sport expansion** plans (2-4-6-10 sport models) are realistic and supported.
- Recruiting plans align with **NJCAA roster limits** and institutional enrollment strategies.

#### **Weaknesses / Opportunities for Improvement**

- **Website and digital presence** are still developing:
  - Launching with Presto is positive
  - Reviewers encouraged continued collaboration with marketing, IT, and communications
- Reviewers encouraged ongoing evaluation of:
  - Facility partnerships
  - Outdoor sport logistics
  - Timing of expansion to avoid overstretching resources

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## **5. Staffing**

### **Agreed-Upon Strengths**

- Hiring a **full-time Athletic Director with NJCAA experience** was universally praised.
- Staffing plans are viewed as **appropriate for a start-up program**, with:



- FT AD and administrative support
- PT coaches
- Planned growth as the department expands
- Job descriptions are well developed and competitive.
- Strong institutional willingness to **add staff as needed**.

#### **Weaknesses / Opportunities for Improvement**

- **Sports Information Director duties** are a consistent concern:
  - Heavy reliance on the AD may not be sustainable
  - Reviewers suggested shared services or future FT support
- **Athletic Trainer coverage:**
  - Third-party contracting is acceptable, but consistency and practice coverage need to be ensured
- **Strength & conditioning supervision:**
  - Lack of a dedicated strength coach was flagged by multiple reviewers
  - Importance increases with part-time coaching model
- Continued emphasis on **coach support, check-ins, and administrative assistance** was recommended.

---

## **6. Handbooks, Policies & Institutional Alignment**

### **Agreed-Upon Strengths**

- **Student-athlete and institutional handbooks** are in place and aligned.
- **Code of conduct, departmental rules, and philosophy** are clear and consistent with institutional mission.



- Strong collaboration between Athletics and Student Affairs in enforcement and accountability.
- Academic requirements and expectations are clearly defined and understood.

#### **Weaknesses / Opportunities for Improvement**

- Some reviewers recommended:
  - Formal acknowledgment/signature pages for student-athletes
  - Ongoing updates as programs onboard and expand
- Continued training and communication will be important as policies are operationalized.

THE NATIONAL GOVERNING BODY OF TWO YEAR COLLEGE ATHLETICS



**OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS**  
Darryl E. Jones, Ph.D.

February 25, 2026

Dear National Junior College Athletic Association:

Hudson County Community College is an accredited institution and a member of the Middle States Commission on Higher Education (MSCHE or the Commission). Hudson County Community College's accreditation status is Accreditation Reaffirmed. The Commission's most recent action on the institution's accreditation status on June 27, 2019 was to reaffirm accreditation.

The College's accreditation status is publicly disclosed on its website at:  
<https://www.hccc.edu/abouthccc/accreditations/acceditations.html>.

Please do not hesitate to contact me if you have any questions or require any additional information.

Sincerely,

Darryl E. Jones, Ph.D.

Cc: H. DeVries  
J. Sisk



**OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS**  
Darryl E. Jones, Ph.D.

February 25, 2026

Dear National Junior College Athletic Association:

I hereby attest that Hudson County Community College offers more than 20% of its classes in a traditional, in-person, and synchronous setting.

Please do not hesitate to contact me if you have any questions or require any additional information.

Sincerely,

Darryl E. Jones, Ph.D.

Cc: H. DeVries  
J. Sisk



Office of Human Resources  
70 Sip Avenue  
Jersey City, NJ 07306

February 20, 2026

Dr. Brett Monaghan  
Vice President - Championships, Membership and Sports Governance  
8801 JM Keynes Drive, Suite 450  
Charlotte, NC 28262

**Re: Verification of Full-Time Director of Athletics**

Dear Dr. Monaghan:

The Office of Human Resources at Hudson County Community College hereby confirms that the College currently employs a full-time Director of Athletics.

The Director of Athletics position is an active, full-time administrative role within the College's organizational structure. The position is funded as a full-time appointment and is responsible for oversight of intercollegiate athletic operations, compliance, program administration, and student-athlete support services consistent with institutional and governance standards.

As of the date of this letter, the position is filled and in good standing.

Should additional information or documentation be required, please feel free to contact the Office of Human Resources at 201-360-4070.

Sincerely,

*Robert DiMartino*

Robert DiMartino  
Vice President  
Office of Human Resources  
Hudson County Community College

## **Item #5039 – Membership Applications**

2. Valley Forge Military College – Wayne, Pennsylvania
  - a. Region 19
  - b. Division I & III
    - i. Men's & Women's Wrestling (Division I)
    - ii. Men's & Women's Cross Country (Division III)
  - c. President: Colonel Stuart Helgeson
  - d. Athletic Director: Robert Hjerling
  - e. Effective Dates:
    - i. Year 0 – 2026-27
    - ii. Year 1 – 2027-28
    - iii. Year 2 – 2028-29

Form Name: NJCAA New Member Application  
Submission Time: September 29, 2025 3:53 pm  
Browser: Chrome 140.0.0.0 / Windows  
IP Address: 50.236.138.90  
Unique ID: 1385132626  
Location:

## NJCAA New Member Application

<b>Institution Name</b>	Valley Forge Military College
<b>Institution Address</b>	1001 Eagle Drive Wayne, PA 19087
<b>Institutional Website</b>	vfmcollege.edu
<b>Which regional organization is your institution accredited by?</b>	Middle States Commission on Higher Education (MSCHE)
<b>Name</b>	Robert Hjerling
<b>Phone</b>	(610) 989-1310
<b>Email</b>	rhjerling@vfmac.edu
<b>Name</b>	Robert Smith
<b>Phone</b>	(610) 989-1458
<b>Email</b>	rsmith@vfmac.edu
<b>Academic Calendar at Institution</b>	Semester
<b>Is your institution</b>	Private
<b>How many sports do you plan to offer in your first year of competition?</b>	3
<b>1 - Sport to be offered</b>	Men's Wrestling Women's Wrestling
<b>Division</b>	Division I
<b>2 - Sport to be offered</b>	Men's Cross Country/Half Marathon
<b>Division</b>	Division III
<b>3 - Sport to be offered</b>	Women's Cross Country/Half Marathon
<b>Division</b>	Division III
<b>Has your institution had previous athletic membership with any governing body/organization?</b>	Yes <input type="checkbox"/>

**If yes, please explain.**

From approximately the year 2000-2020, Valley Forge Military College competed in several sports in the NJCAA. Those sports included Football, Men's Basketball and Women's Volleyball. Possibly, there were other sports throughout the years. Also, Valley Forge Military College has a wrestling history and competed as a club in the NCWA in the 1997-98 and 1998-99 season.

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**What year is your institution requesting to begin NJCAA membership?**

2027-2028

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**Why is your institution seeking NJCAA Membership?**

We would like to return to having intercollegiate sports at Valley Forge Military College. Initially, we would like to start with Wrestling and Men's and Women's Cross Country and, hopefully expand the Athletic Department in the future.

---

**What value does your institution bring to the current NJCAA membership?**

Valley Forge Military College has a historical and rich tradition. It is an institution of High Academic Achievement that is also Committed to Character Development. The addition of Athletics at Valley Forge will enhance the student-athlete experience and increase the level of students admitted and broaden the demographics of the institution.

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# Valley Forge Military College

## Campus Visit Review

### Campus Visit Committee's Rubric Summary

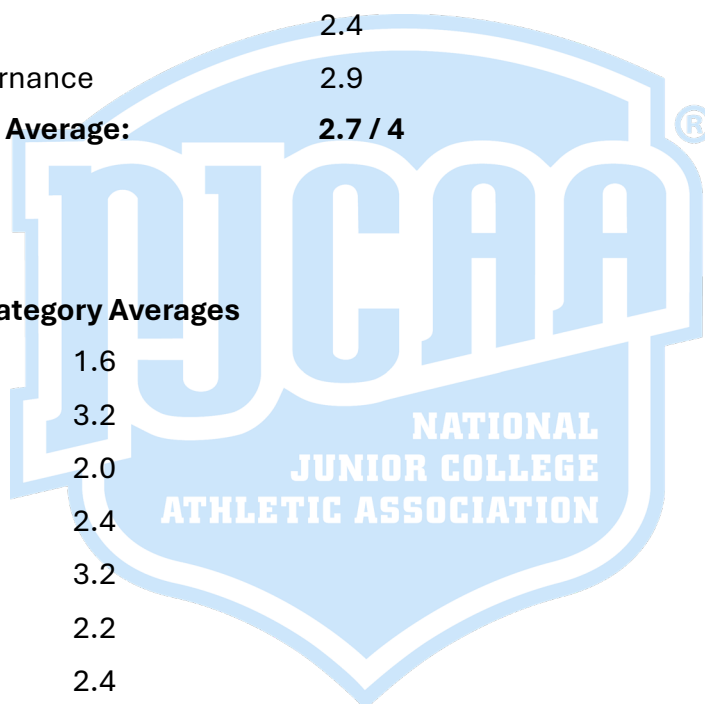
Facilities	2.2
Safety & Student Welfare	2.8
Budget & Financial Planning	2.8
Athletics & Institutional Strategic Plan	2.9
Staffing	2.4
Handbooks & Governance	2.9
<b>Overall Composite Average:</b>	<b>2.7 / 4</b>

#### **Facilities**

Average: 2.2 / 4

#### **Facilities — Sub-Category Averages**

Training Room	1.6
Weight Room	3.2
Locker Rooms	2.0
Indoor Facilities	2.4
Outdoor Facilities	3.2
Maintenance Plan	2.2
Security	2.4
Emergency Action Plans	2.2
Meet NJCAA Standards	2.2



#### **Safety & Student Welfare**

Average: 2.8 / 4

#### **Safety & Student Welfare — Sub-Category Averages**

Transportation	2.6
Documentation Storage	2.4
Student Housing	3.4
Advising	3.0

Compliance	2.4
Academic Support	3.2
Online vs In-Person	3.4

**Budget & Financial Planning**

Average: 2.8 / 4

**Budget & Financial Planning — Sub-Category Averages**

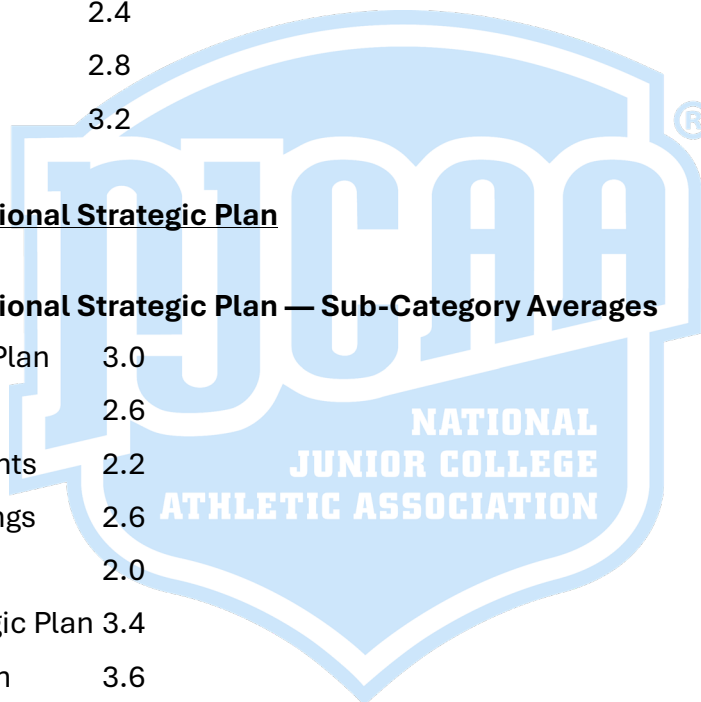
Funding Model	3.0
Recurring vs Stand-Alone	2.8
Annual vs Start-Up	2.8
Fundraising	2.4
Financial Aid	2.8
Insurance	3.2

**Athletics & Institutional Strategic Plan**

Average: 2.9 / 4

**Athletics & Institutional Strategic Plan — Sub-Category Averages**

Athletics Strategic Plan	3.0
Recruiting Plan	2.6
Facility Improvements	2.2
Future Sport Offerings	2.6
Website	2.0
Institutional Strategic Plan	3.4
Institutional Mission	3.6



**Staffing**

Average: 2.4/ 4

**Staffing — Sub-Category Averages**

Overall Staffing Plan	2.8
Full-Time AD	3.0
Compliance Staffing	2.2
Sports Information Director	2.2
Athletic Trainer	2.0
Game Day Management	2.2

Administrative Support	3.0
Athletic Academic Advising	2.8
Coach-to-Athlete Ratio	2.4
Job Descriptions	2.0

### **Handbooks, Policies & Governance**

Average: 2.9 / 4

#### **Handbooks, Policies & Governance — Sub-Category Averages**

Student & Student-Athlete Handbook	2.6
Campus Code of Conduct	3.4
Athletic Department Rules	2.0
Campus Resource Guide	2.6
Athletic Philosophy	3.2
Institutional Academic Requirements	3.4
Media / Public Relations	2.4

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#### **Highest-Rated Subcategories:**

- Institutional Mission Statement – 3.6
- Institutional Strategic Plan – 3.4
- Student Housing – 3.4
- Online vs. In-Person Learning Structure – 3.4
- Campus Code of Conduct – 3.4
- Institutional Academic Requirements – 3.4
- Weight Room – 3.2
- Outdoor Facilities – 3.2
- Insurance – 3.2
- Academic Support Systems – 3.2
- Athletic Department Philosophy – 3.2

#### **Lowest-Rated Subcategories:**

- Training Room – 1.6
- Locker Rooms – 2.0
- Athletic Department Rules – 2.0
- Job Descriptions – 2.0
- Website – 2.0
- Compliance Staffing – 2.2



- Sports Information Director – 2.2
  - Game Day Management – 2.2
  - Facility Improvement Planning – 2.2
  - Emergency Action Plans – 2.2
  - Maintenance Plan – 2.2
- 

## Strengths vs. Risks Matrix

### Strengths

- Strong institutional mission alignment
- Committed President and Board
- On-campus housing capacity
- Academic advising structure (military mentoring model)
- Regimented study expectations and retention focus
- Dedicated fundraising staff
- Institutional strategic planning
- Clear phased sport expansion model

### Opportunities / Development Areas

- Facilities currently do not consistently meet NJCAA standards
- Training room underdeveloped
- Locker rooms require renovation
- No defined event management plan
- Limited compliance structure
- No dedicated SID model
- Athletic Trainer coverage inconsistent
- Game-day administration not fully defined
- Website presence minimal or developing
- Fundraising plan lacks specificity
- Handbook and athletic policies incomplete

## Big Picture Takeaway

Across the five committee reviews, Valley Forge Military College is viewed as institutionally strong, with clear mission alignment, committed leadership, and a structured academic and residential model that supports student success. However, athletics operations are still developing, particularly in facilities, compliance systems, staffing structure, and formalized policies. Overall, the institution demonstrates the commitment and foundation necessary for NJCAA membership, with continued operational refinement needed to ensure sustainable, standards-aligned execution.

## Recommended Follow-Up Conditions & Action Items

### Facilities

- Develop and implement a formal facility upgrade timeline
- Submit documented renovation plan for training room & locker rooms
- Provide event ingress/egress and crowd management plans
- Confirm NJCAA compliance upgrades if adding volleyball/basketball

### Safety & Student Welfare

- Formalize athletic training coverage (games and practices)
- Develop comprehensive Emergency Action Plans
- Establish compliance monitoring workflow
- Improve document storage & eligibility tracking system

### Budget & Finance

- Submit finalized recurring vs. start-up cost breakdown
- Provide detailed fundraising strategy with benchmarks
- Confirm catastrophic insurance coverage

### Staffing

- Identify designated compliance officer
- Clarify Sports Information structure
- Define game-day management personnel assignments
- Provide coach-to-athlete ratio thresholds
- Submit finalized job descriptions

## **Governance**

- Complete and distribute finalized Student-Athlete Handbook
- Finalize athletic department rules and philosophy documentation
- Expand athletics website presence prior to launch

## **Executive Summary**

Based on the review of five NJCAA Campus Visit Rubrics, Valley Forge Military College demonstrates strong institutional alignment, mission clarity, and leadership commitment to the development of intercollegiate athletics. Reviewers consistently noted presidential and board-level support, a clearly articulated institutional mission, and a structured residential and academic environment that provides a stable foundation for student-athlete success. The college's military framework, regimented academic oversight, and on-campus housing model were viewed as meaningful strengths that support retention, accountability, and student development.

At the same time, committee feedback indicates that while the institutional foundation is solid, several operational components of the athletics program remain in a developmental stage. Facilities, particularly the training room and locker rooms, require upgrades to consistently meet NJCAA expectations. Reviewers also identified the need for more formalized compliance systems, clearer documentation processes, expanded athletic training coverage, defined game-day management procedures, and a structured Sports Information function. Additionally, athletics-specific policies, handbooks, and website presence should be finalized and strengthened prior to full competitive implementation.

Overall, the collective evaluations suggest that Valley Forge Military College possesses the institutional commitment, strategic intent, and cultural framework necessary to support NJCAA membership. Continued attention to operational infrastructure, staffing clarity, and facility enhancement will be important to ensure sustainable, standards-aligned athletics programming moving forward.

## **Facilities**

### **Agreed-Upon Strengths**

- Adequate outdoor space for current sport offerings
- Functional weight room suitable for initial program needs
- Institutional willingness to invest in facility upgrades
- Campus-controlled environment provides security and structure

### **Agreed-Upon Weaknesses / Development Areas**

- Training room significantly underdeveloped for NJCAA competition
  - Locker rooms require renovation and modernization
  - Several facilities do not consistently meet NJCAA standards
  - Limited documented timeline for upgrades
  - Event and game-day facility readiness needs clarification
- 

## **Safety & Student Welfare**

### **Agreed-Upon Strengths**

- Strong residential structure with built-in accountability
- Clear academic oversight through military framework
- Structured mentoring model
- Solid academic support systems
- In-person learning model provides stability

### **Agreed-Upon Weaknesses / Development Areas**

- Compliance monitoring processes need formalization
- Eligibility documentation systems require strengthening
- Emergency Action Plans need clearer articulation
- Athletic training coverage requires consistency and clarity
- Athletics-specific medical oversight procedures need refinement

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## **Budget & Financial Planning**

### **Agreed-Upon Strengths**

- Clear presidential and board-level financial support
- Funding viable for initial sport launch
- Insurance coverage in place
- Institutional commitment to sustaining athletics

### **Agreed-Upon Weaknesses / Development Areas**

- Recurring vs. start-up cost breakdown needs clearer documentation
- Fundraising strategy lacks detailed benchmarks
- Long-term sustainability model needs greater specificity
- Revenue projections and growth planning require refinement

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## **Athletics & Institutional Strategic Plan**

### **Agreed-Upon Strengths**

- Strong alignment between athletics and institutional mission
- Clear strategic vision supported by leadership
- Thoughtful phased sport expansion model
- Institutional planning structure is well established

### **Agreed-Upon Weaknesses / Development Areas**

- Athletics website presence is limited or underdeveloped
- Recruiting plan detail needs expansion
- Facility improvement plan needs formal documentation
- Operational execution plans require further clarity

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## **Staffing**

### **Agreed-Upon Strengths**

- Leadership support present for athletics
- Administrative structure exists to support launch
- Coaching ratios appear manageable at start-up level

### **Agreed-Upon Weaknesses / Development Areas**

- Compliance oversight role not clearly defined
- Sports Information responsibilities lack structure
- Athletic training staffing inconsistent
- Game-day management roles unclear
- Job descriptions need formalization and clarification
- Role delineation and accountability lines need strengthening

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## **Handbooks, Policies & Governance**

### **Agreed-Upon Strengths**

- Strong institutional code of conduct
- Clear academic standards and expectations
- Structured behavioral accountability model
- Institutional governance systems well established

### **Agreed-Upon Weaknesses / Development Areas**

- Athletics-specific handbook requires completion
- Athletic department rules need formalization
- Media and public-facing policies incomplete
- Documentation should be finalized prior to full implementation





1007 North Orange Street  
4th Floor, MB #166  
Wilmington, DE 19801  
[www.msche.org](http://www.msche.org)  
Follow us: @mscheorg

## STATEMENT OF ACCREDITATION STATUS

*The Statement of Accreditation Status (SAS) is the official statement of the Middle States Commission on Higher Education (MSCHE) about each institution's current accreditation status and scope of accreditation. The SAS also provides a brief history of the actions taken by the Commission.*

**Institution:** VALLEY FORGE MILITARY  
COLLEGE Wayne, PA

**Address:** 1001 Eagle Road  
Wayne, PA 19087-3695

**Phone:** (610) 989-1200

**Accreditation Liaison Officer (ALO):** Dr. Robert Smith

**Commission Staff Liaison:** Suzan Harkness, Vice President

## Accreditation Summary

*For more information, see the Commission's [Accreditation Actions Policy and Procedures](#).*

**Phase:** Accredited

**Status:** Accreditation Reaffirmed

**Accreditation Granted:** 1954

**Last Reaffirmation:** 2022

**Next Self-Study Evaluation:** 2028-2029

## Alternative Delivery Methods

*The following represents approved alternative delivery methods included in the scope of the institution's accreditation:*

### **Distance Education**

Approved to offer programs by this delivery method

### **Correspondence Education**

Not approved for this delivery method

## Credential Levels

### ☑ Approved Credential Levels

*The following represents credential levels included in the scope of the institution's accreditation:*

- **Postsecondary award (1-2 years)**  
Included within the scope
- **Associate's Degree or Equivalent**  
Included within the scope

## Locations

*The following represents branch campuses, additional locations, and other instructional sites that are included within the scope of the institution's accreditation:*

<b>Location</b>	<b>Type</b>
<b>Valley Forge Military College</b> 1001 Eagle Road Wayne, PA 19087-3695	Main Campus
<b>Department of Military &amp; Veterans Affairs</b> ATTN: Education & Incentives Fort Indiantown Gap, Building 9-54 Annville, PA 17003	Additional Location
<b>Fort Indiantown Gap National Guard Training Center</b> 1 Garrison Road Bldg. T-01- Fort Indiantown Gap Annville, PA 17003	Other Instructional Site

*Definitions: For definitions of branch campus, additional locations, or other instructional sites, see the **Commission's Substantive Change Policy and Procedures**.*



**VALLEY FORGE**  
**MILITARY COLLEGE**

Office of the President

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March 3, 2026

Greetings,

This letter is provided to certify that Valley Forge Military College is not an online college as defined by the NJCAA.

Per the 2025-2026 NJCAA Policies Manual, *the NJCAA defines an online college as any entity that offers less than 20% of their courses in a traditional, in-person, and synchronous setting.* Valley Forge Military College typically offers only 1% of its coursework online each semester to address scheduling issues and teacher availability. The college's full-time student programming is built around a traditional, in-person, synchronous classroom environment.

Our Provost and Chief Academic Officer, Dr. Robert Smith would be happy to provide the NJCAA with any further documentation necessary to demonstrate the College's compliance with this requirement of membership.

Sincerely,

Col Stuart B. Helgeson, USMC (Ret)  
President

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***THE MILITARY COLLEGE OF PENNSYLVANIA***



**VALLEY FORGE**  
**MILITARY COLLEGE**

Office of the President

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March 3, 2026

Greetings,

According to item A-3 of the New Member Guidelines of the 2025-2026 NJCAA Policies Manual, Valley Forge Military College *must designate a full-time employee to serve as Director of Athletics.*

This letter is to certify that the College currently maintains the position of Director of Athletics with a full-time staff-member and will continue to maintain that position with a full-time employee while the institution is a member of the NJCAA. Currently, Mr. Robert Hjerling has been appointed as the interim Director of Athletics and he will serve in that role until a new individual is selected to assume the position permanently.

Sincerely,

Col Stuart B. Helgeson, USMC (Ret)  
President

---

***THE MILITARY COLLEGE OF PENNSYLVANIA***

### **Item #5040 – Membership Applications**

3. Wor-Wic Community College – Salisbury, Maryland
  - a. Region 20
  - b. Division II
    - i. Men’s & Women’s Cross Country
    - ii. Men’s & Women’s Golf
  - c. President: Dr. Deborah Casey
  - d. Athletic Director: Dr. Michael Hutmaker
  - e. Effective Dates:
    - i. Year 0 – 2026-27
    - ii. Year 1 – 2027-28
    - iii. Year 2 – 2028-29

Form Name: NJCAA New Member Application  
Submission Time: October 17, 2025 1:48 pm  
Browser: Chrome 140.0.0.0 / Windows  
IP Address: 50.202.192.73  
Unique ID: 1390910300  
Location:

## NJCAA New Member Application

<b>Institution Name</b>	Wor-Wic Community College
<b>Institution Address</b>	3200 Campus Drive Salisbury , MD 21804
<b>Institutional Website</b>	<a href="https://www.worwic.edu">https://www.worwic.edu</a>
<b>Which regional organization is your institution accredited by?</b>	Middle States Commission on Higher Education (MSCHE)
<b>Name</b>	Michael Hutmaker
<b>Phone</b>	14439535376
<b>Email</b>	mhutmaker@worwic.edu
<b>Name</b>	Michael Hutmaker
<b>Phone</b>	14439535376
<b>Email</b>	mhutmaker@worwic.edu
<b>Academic Calendar at Institution</b>	Semester
<b>Is your institution</b>	Public
<b>How many sports do you plan to offer in your first year of competition?</b>	6
<b>1 - Sport to be offered</b>	Men's Cross Country/Half Marathon
<b>Division</b>	Division II
<b>2 - Sport to be offered</b>	Women's Cross Country/Half Marathon
<b>Division</b>	Division II
<b>3 - Sport to be offered</b>	Men's Golf
<b>Division</b>	Division II
<b>4 - Sport to be offered</b>	Women's Golf
<b>Division</b>	Division II
<b>5 - Sport to be offered</b>	Men's Soccer

<b>Division</b>	Division II
<b>6 - Sport to be offered</b>	Women's Soccer
<b>Division</b>	Division II
<b>Has your institution had previous athletic membership with any governing body/organization?</b> <input type="checkbox"/>	No
<b>What year is your institution requesting to begin NJCAA membership?</b>	2027-2028

## **Why is your institution seeking NJCAA Membership?**

An underlining goal of college is to create a community of learners that are engaged in their college experience and prepares students for their future. All students need to feel a sense that this is their home and that they belong at the College. A driving part of the College's responsibility is to ensure that students feel that connection to the campus. Adding the opportunity of intercollegiate athletics is a path to creating a new level of engagement for the students of Wor-Wic.

Wor-Wic is one of two schools serving the Eastern shore, where Wor-Wic serves the three counties on the Lower Eastern shore. High school athletics plays a large role in the life of the Eastern shore region. In response to this and to stay competitive with other community colleges in the state, as Wor-Wic is the only community college in Maryland that does not have intercollegiate athletics, the goal is to add intercollegiate athletics. This will attract current high school athletes (some of which who have chosen not to pursue higher education) to the College to continue their academic pathway, as well as being able to continue in an activity many of them have been involved in since their early childhood. Athletics provides many opportunities for students to become connected to the campus and it is well documented that engaged students become successful students. Student-athletes will have a positive impact on the college's goal to increase full-time students and will also playing a key role in their persistence and completion of their degree, meeting the College's other goals of increased enrollment and graduation rate. In addition to the expected increase in school pride because of the intercollegiate athletics program, athletics will allow all students to reap the benefits of these activities, remain on campus, and become engaged with fellow students rather than seeking these activities on their own in the community. The growth of intercollegiate athletics may have a secondary outcome as it may open the door for future academic-related partnerships. Students in Occupational Therapy Assistant and Physical Therapists Assistant can complete field placements and clinical experiences with the addition of athletic programs. The exploration of creating new academic programs such as in Sports Medicine, Exercise Science, or Sports Management may lead to new students interested in these fields.

---

**What value does your institution bring to the current NJCAA membership?**

As Wor-Wic celebrates its 50th anniversary, it continues to educate and serve the community and workforce of the lower eastern shore. Wor-Wic is one of two schools serving the Eastern shore, where Wor-Wic serves the three counties on the Lower Eastern shore. High school athletics plays a large role in the life of the Eastern shore region. The college has been intentional about finding best practices that have been shown to improve student success. In summer 2024, the college was named one of seven community colleges in the nation to participate in the Accelerating Equitable Outcomes initiative of Achieving the Dream (ATD) in the summer of 2024 to look at student retention and persistence initiatives. In the fall 2024 semester, the college implemented 7-week courses. Through a Maryland SUCCESS grant, the college created the "Fins to the Finish Line" program to enroll students as full time and provide direct advising support with financial incentives. This pilot resulted in positive results, and has the college is looking to grow this approach through a partnership with CUNY'S ASAP Replication project. The new college leadership has experience in overseeing successful athletics programs and knows the value added and sees athletics as the next initiative to enhance the student experience. The focus will align with the NJCAA to provide an excellent student experience coupled with academic success. Wor-Wic will also create an opening for the NJCAA and Region 20 to expand its footprint into a region that is currently void of community college intercollegiate athletics. Most importantly it will create new opportunities for student athletes to compete at the collegiate level while earning their degree, with many staying within their community.

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# Wor-Wic Community College Campus Visit Review

## Campus Visit Committee's Rubric Summary

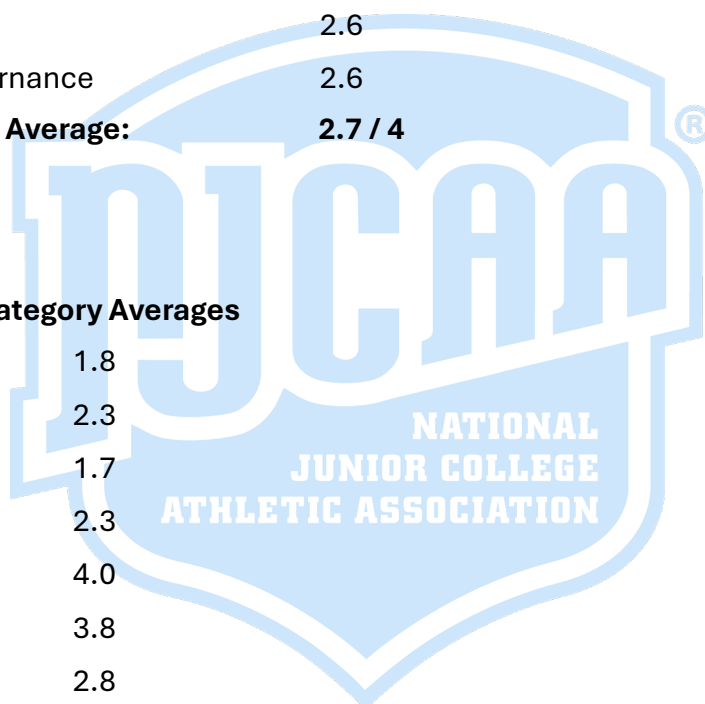
Facilities	2.6
Safety & Student Welfare	2.8
Budget & Financial Planning	2.7
Athletics & Institutional Strategic Plan	2.8
Staffing	2.6
Handbooks & Governance	2.6
<b>Overall Composite Average:</b>	<b>2.7 / 4</b>

### **Facilities**

Average: 2.6 / 4

#### **Facilities — Sub-Category Averages**

Training Room	1.8
Weight Room	2.3
Locker Rooms	1.7
Indoor Facilities	2.3
Outdoor Facilities	4.0
Maintenance Plan	3.8
Security	2.8
Emergency Action Plans	2.5
Meet NJCAA Standards	3.3



### **Safety & Student Welfare**

Average: 2.8 / 4

#### **Safety & Student Welfare — Sub-Category Averages**

Transportation	2.0
Documentation Storage	2.0
Student Housing	2.0
Advising	3.8

Compliance	2.0
Academic Support	4.0
Online vs In-Person	3.3

**Budget & Financial Planning**

Average: 2.7 / 4

**Budget & Financial Planning — Sub-Category Averages**

Funding Model	2.8
Recurring vs Stand-Alone	2.8
Annual vs Start-Up	2.8
Fundraising	2.8
Financial Aid	2.3
Insurance	2.5

**Athletics & Institutional Strategic Plan**

Average: 2.8 / 4

**Athletics & Institutional Strategic Plan — Sub-Category Averages**

Athletics Strategic Plan	2.8
Recruiting Plan	2.8
Facility Improvements	2.3
Future Sport Offerings	2.3
Website	2.3
Institutional Strategic Plan	3.3
Institutional Mission	3.5



**Staffing**

Average: 2.6 / 4

**Staffing — Sub-Category Averages**

Overall Staffing Plan	2.3
Full-Time AD	3.5
Compliance Staffing	2.5
Sports Information Director	2.0
Athletic Trainer	2.5
Game Day Management	2.0

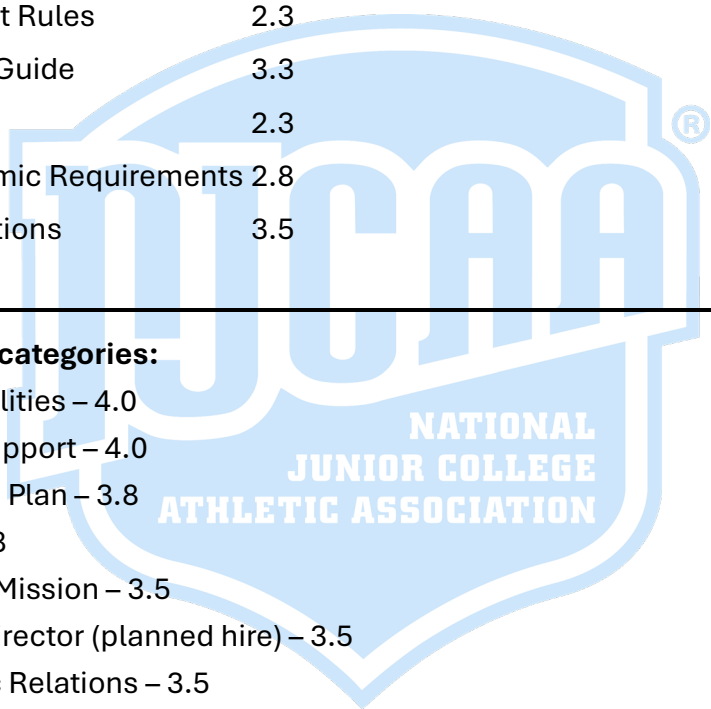
Administrative Support	3.0
Athletic Academic Advising	3.0
Coach-to-Athlete Ratio	2.5
Job Descriptions	2.5

**Handbooks, Policies & Governance**

Average: 2.6 / 4

**Handbooks, Policies & Governance — Sub-Category Averages**

Student & Student-Athlete Handbook	2.5
Campus Code of Conduct	2.5
Athletic Department Rules	2.3
Campus Resource Guide	3.3
Athletic Philosophy	2.3
Institutional Academic Requirements	2.8
Media / Public Relations	3.5




---

**Highest-Rated Subcategories:**

- Outdoor Facilities – 4.0
- Academic Support – 4.0
- Maintenance Plan – 3.8
- Advising – 3.8
- Institutional Mission – 3.5
- FT Athletic Director (planned hire) – 3.5
- Media/Public Relations – 3.5

**Lowest-Rated Subcategories:**

- Locker Rooms – 1.7
- Training Room – 1.8
- Transportation – 2.0
- Documentation Systems – 2.0
- Compliance – 2.0
- Sports Information – 2.0
- Game Day Management – 2.0

## Strengths vs. Risks Matrix

### Strengths

- Strong institutional mission alignment
- President-driven initiative
- Exceptional academic advising and support structure
- Ownership of golf course
- Maintenance capacity in place
- Foundation support and marketing enthusiasm
- Clear phased sport rollout (golf & XC first)
- Strong buy-in from campus community

### Opportunities / Development Areas

- No dedicated training room space
- No locker room space reserved
- Compliance oversight not fully structured
- Transportation plan requires tightening
- SID and game-day operations unclear
- Documentation and eligibility tracking systems need formalization
- Budget clarity and scholarship growth needed
- Facility expansion dependent on future capital projects

### Big Picture Takeaway

Across all four reviews, Wor-Wic Community College demonstrates strong institutional commitment, exceptional academic support infrastructure, and clear presidential backing for athletics. The foundation and marketing departments show visible enthusiasm, and ownership of a golf course provides a unique asset for initial sport offerings.

However, athletics operations are still in an early development stage. Facilities (particularly training and locker space), compliance systems, transportation logistics, documentation processes, and staffing structure require further formalization to meet sustained NJCAA competitive standards.

The consistent theme is not lack of support — it is operational maturity. Institutional foundation is strong; athletics infrastructure must continue to develop in parallel.

## Recommended Follow-Up Conditions & Action Items

### Facilities

- Secure dedicated training room space prior to competition
- Identify locker room solution
- Provide documented timeline for Student Success Center / facility expansion

### Safety & Student Welfare

- Formalize compliance monitoring workflow
- Establish documented eligibility tracking system
- Clarify transportation plan compliant with state law
- Provide detailed Emergency Action Plans for off-campus sites

### Budget & Finance

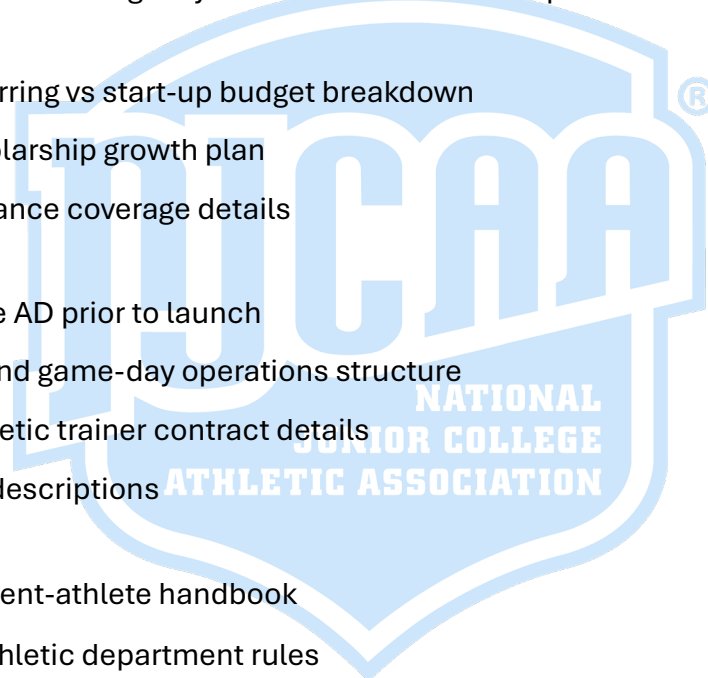
- Provide recurring vs start-up budget breakdown
- Outline scholarship growth plan
- Clarify insurance coverage details

### Staffing

- Hire full-time AD prior to launch
- Clarify SID and game-day operations structure
- Confirm athletic trainer contract details
- Finalize job descriptions

### Governance

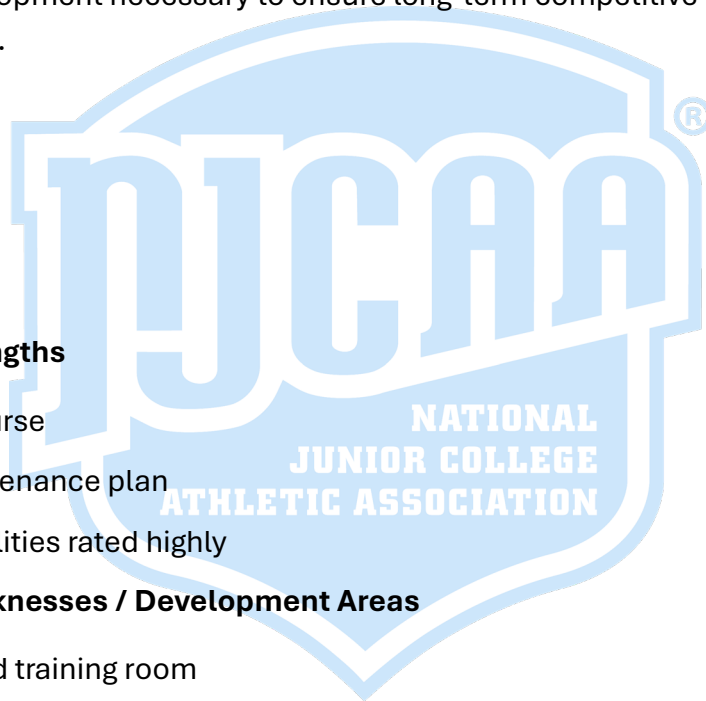
- Finalize student-athlete handbook
- Complete athletic department rules
- Publish athletics website prior to first season



## Executive Summary

Based on four NJCAA campus visit evaluations, Wor-Wic Community College demonstrates strong institutional alignment, presidential support, and an exceptional academic advising and student support framework. The college's ownership of a golf course, strong marketing engagement, and foundation backing provide a solid foundation for launching golf and cross country. However, athletics operational systems remain in development. Dedicated training and locker facilities, compliance infrastructure, transportation planning, documentation processes, and staffing structure require further formalization prior to sustained NJCAA competition.

Overall, the institution exhibits clear commitment and foundational capacity, with continued infrastructure development necessary to ensure long-term competitive readiness and operational stability.



### Facilities

#### **Agreed-Upon Strengths**

- Own golf course
- Strong maintenance plan
- Outdoor facilities rated highly

#### **Agreed-Upon Weaknesses / Development Areas**

- No dedicated training room
- No locker room space
- Indoor facilities limited
- Future facility plans not finalized

---

### **Safety & Student Welfare**

#### **Agreed-Upon Strengths**

- Exceptional advising and academic support
- Strong campus student services culture

## **Agreed-Upon Weaknesses / Development Areas**

- Compliance systems unclear
  - Transportation concerns
  - Documentation storage underdeveloped
- 

## **Budget & Financial Planning**

### **Agreed-Upon Strengths**

- Institutional commitment
- Foundation engagement
- Understanding of start-up vs recurring costs

### **Agreed-Upon Weaknesses / Development Areas**

- Scholarship levels light
  - Insurance details limited
  - Funding benchmarks need strengthening
- 

## **Athletics & Institutional Strategic Plan**

### **Agreed-Upon Strengths**

- Clear alignment with institutional mission
- Strong presidential leadership
- Measured approach to sport expansion

### **Agreed-Upon Weaknesses / Development Areas**

- Athletics website underdeveloped
  - Facility expansion dependent on capital funding
- 

## **Staffing**

### **Agreed-Upon Strengths**

- Plan for full-time AD
- Administrative buy-in



- Academic advising commitment

### **Agreed-Upon Weaknesses / Development Areas**

- SID duties unclear
  - Game-day structure undefined
  - Compliance role not fully built
  - Training coverage contracted but limit
- 

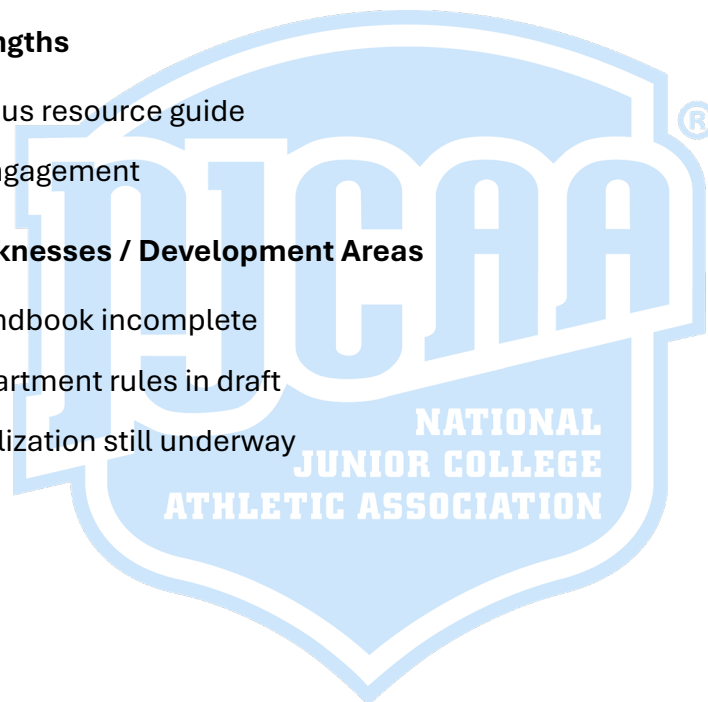
### **Handbooks, Policies & Governance**

#### **Agreed-Upon Strengths**

- Strong campus resource guide
- Marketing engagement

#### **Agreed-Upon Weaknesses / Development Areas**

- Athletics handbook incomplete
- Athletic department rules in draft
- Policy formalization still underway





32000 CAMPUS DR  
SALISBURY MD 21804  
410-334-2800  
worwic.edu

March 12, 2026

Holly Steuerwald  
Director of Membership  
National Junior College Athletic Association (NJCAA)  
8801 JM Keynes Drive, Suite 450  
Charlotte, North Carolina 28262

Dear Director Steuerwald,

Wor-Wic Community College is excited about continuing the process for our membership application into the National Junior College Athletic Association (NJCAA). As per the NJCAA Bylaws Section 1. E. 1, this letter confirms that Wor-Wic Community College is accredited by the Middle States Commission on Higher Education (MSCHE). The college received its reaccreditation confirmation in June 2025 (see attached).

Please contact us if you need additional information about our accreditation.

Sincerely,

Karie Solembrino, Ed.D., R.T. (R)(CT)(ARRT)  
Vice President for Academic Affairs  
Wor-Wic Community College

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# MSCHE

MIDDLE STATES COMMISSION  
ON HIGHER EDUCATION

1007 North Orange Street  
4th Floor, MB #166  
Wilmington, DE 19801  
[www.msche.org](http://www.msche.org)  
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## STATEMENT OF ACCREDITATION STATUS

*The Statement of Accreditation Status (SAS) is the official statement of the Middle States Commission on Higher Education (MSCHE) about each institution's current accreditation status and scope of accreditation. The SAS also provides a brief history of the actions taken by the Commission.*

- **Institution:**  
**WOR-WIC COMMUNITY COLLEGE**  
Salisbury, MD
- **Address:**  
32000 Campus Drive  
Salisbury, MD 21804
- **Phone:**  
(410) 334-2800
- **URL:**  
[www.worwic.edu](http://www.worwic.edu)
- **Accreditation Liaison Officer (ALO):**  
Dr. Karie Solembrino
- **Commission Staff Liaison:**  
Michael Bowden, Vice President

## Accreditation Summary

*For more information, see the Commission's [Accreditation Actions Policy and Procedures](#).*

- **Phase:** Accredited
- **Status:** Accreditation Reaffirmed
- **Accreditation Granted:** 1980
- **Last Reaffirmation:** 2025
- **Next Self-Study Evaluation:** 2032-2033

Location	Type
<b>Wor-Wic Community College</b> 32000 Campus Drive Salisbury, MD 21804	Main Campus
<b>Crisfield Academy and High School</b> 210 North Somerset Avenue Crisfield, MD 21817	Other Instructional Site
<b>James M Bennett High School</b> 300 E College Avenue Salisbury, MD 21804	Other Instructional Site
<b>Mardela High School</b> 24940 Delmar Rd Mardela Springs, MD 21837	Other Instructional Site
<b>Parkside High School</b> 1015 Beaglin Park Dr Salisbury, MD 21804	Other Instructional Site
<b>Pocomoke High School</b> 1817 Old Virginia Road Pocomoke City, MD 21851	Other Instructional Site
<b>Salisbury Christian High School</b> 807 Parker Road Salisbury, MD 21801	Other Instructional Site
<b>Salisbury University</b> 1200 Camden Ave Salisbury, MD 21801	Other Instructional Site
<b>Snow Hill High School</b> 305 South Church Street Snow Hill, MD 21863	Other Instructional Site

<b>Location</b>	<b>Type</b>
<b>Stephen Decatur High School</b> 9913 Seahawk Road Berlin, MD 21811	Other Instructional Site
<b>Washington Academy and High School</b> 10902 Old Princess Anne Road Princess Anne, MD 21853	Other Instructional Site
<b>Wicomico High</b> 201 Long Avenue Salisbury, MD 21804	Other Instructional Site
<b>Worcester Technical High School</b> 6290 Worcester Highway Newark, MD 21841	Other Instructional Site

*The following represents approved alternative delivery methods included in the scope of the institution's accreditation:*

**Distance Education**

Approved to offer programs by this delivery method

**Correspondence Education**

Not approved for this delivery method

## Credential Levels

### Approved Credential Levels

*The following represents credential levels included in the scope of the institution's accreditation:*

- **Postsecondary award (1-2 years)**Included within the scope
- **Associate's Degree or Equivalent**Included within the scope
- 

## Locations

*The following represents branch campuses, additional locations, and other instructional sites that are included within the scope of the institution's accreditation:*

*Definitions: For definitions of branch campus, additional locations, or other instructional sites, see the [Commission's Substantive Change Policy and Procedures](#).*

## Accreditation Actions

*The following represents the MSCHE accreditation actions taken in the last ten (10) years. For more information, see the [Commission's Accreditation Actions Policy and Procedures](#) and [the Substantive Change Policy and Procedures](#).*

- **June 26, 2025**

To acknowledge receipt of the self-study report. To reaffirm accreditation. To note the on-site evaluation visit by Commission representatives to the main campus at 32000

Campus Drive, Salisbury, MD 21804 on March 30-April 2, 2025. To request a supplemental information report, due August 3, 2026, providing further evidence of multi-year, long-range financial models that include realistic enrollment projections and the assumptions on which they are based to support sustainable financial stability (Standard VI) (Fourteenth Edition and Evidence Expectations by Standard Guidelines). The next evaluation visit is scheduled for 2032-2033.

- **June 6, 2025**

Staff acted on behalf of the Commission to acknowledge receipt of the supplemental Information report requested by the Commission action of January 16, 2025, providing information on key data indicators (student achievement) from the 2024 Annual Institutional Update in accordance with federal regulation 34 CFR § 602.19 (b) and (c). The next evaluation visit is scheduled for 2024-2025.

- **April 24, 2025**

To acknowledge receipt of the substantive change request. To note the institution's decision to close the additional location at 30420 Revells Neck Road, Westover, MD 21890. To require immediate notification when the additional location closes by email to [substantivechange@msche.org](mailto:substantivechange@msche.org). To note the Commission may rescind this action if the requested substantive change is not implemented within one calendar year from the date of this action. To note that the evaluation visit has occurred and will be acted on by the Commission at the June meeting.

- **April 24, 2025**

To acknowledge receipt of the teach-out plan. To approve the teach-out plan for the closure of the additional location at 30420 Revells Neck Road, Westover, MD 21890. To note the institution will complete its teach out plan by May 15, 2025. To require immediate notification when the additional location closes by email to [substantivechange@msche.org](mailto:substantivechange@msche.org). To note that students may obtain academic records at 32000 Campus Drive, Salisbury, MD 21804.

- **January 16, 2025**

Staff acted on behalf of the Commission to request a supplemental information report, due February 14, 2025, providing information on key data indicators (student achievement) from the 2024 Annual Institutional Update in accordance with federal regulation 34 CFR § 602.19 (b). The next evaluation visit is scheduled for 2024-2025.

- **November 21, 2024**

To acknowledge receipt of the supplemental information report requested by the Commission action of October 31, 2023. To require the institution to submit a supplemental information report, due June 20, 2025 providing: (1) an update on the

implementation of the prison education program(s); (2) submission of the best interest determination required by federal regulation, including the methodology used by the oversight entity; and (3) the data indicators used in the best interest determination. The next evaluation visit is scheduled for 2024-2025.

- **March 28, 2024**

Staff acted on behalf of the Commission to acknowledge receipt of the supplemental information report requested by the Commission action of November 6, 2023, providing information on key data indicators (student achievement), as reported on the 2023 Annual Institutional Update (AIU) in accordance with federal regulation 34 CFR § 602.19(d). The next evaluation visit is scheduled for 2024-2025.

- **November 6, 2023**

Staff acted on behalf of the Commission to request a supplemental information report, due December 13, 2023, providing information on key data indicators (student achievement) as reported on the 2023 Annual Institutional Update in accordance with federal regulation 34 CFR § 602.19 (d). The next evaluation date is scheduled for 2024-2025.

- **October 31, 2023**

To acknowledge receipt of written documentation from the United States Department of Education (USDE) authorizing the institution to continue accessing Title IV funding under the revised Second Chance Pell Experimental Sites Initiative (ESI). To note that the institution is participating in the revised Second Chance Pell Experimental Sites Initiative (SCP ESI) which allows participating institutions to continue offering their current programs to students who are confined or incarcerated for up to three award years while the institution works through the application and approval process for the PEP(s) they wish to offer under the new regulatory provisions. To note the action of February 21, 2023, including the additional location within the institution's scope of accreditation. To require the institution to submit a supplemental information report, due September 2, 2024, providing: (1) appropriate written documentation or correspondence from the United States Department of Education related to the institution's authorization to continue accessing Title IV funding under the revised SCP ESI; (2) a written memorandum of understanding with the correctional facility; and (3) an update on the implementation of the eligible prison education program(s) offered at the location. To direct a substantive change site visit as soon as practicable but no later than 6 months after the date of this action. The next evaluation visit is scheduled for 2024-2025.

- **April 27, 2023**

To acknowledge receipt of the substantive change request. To include the reclassification of the other instructional site at 30420 Revells Neck Road, Westover, MD 21890 to an additional location within the institution's scope of accreditation. To note that written evidence of necessary approvals has been provided. To require immediate notification when instruction commences at the additional location. To direct a substantive change site visit as soon as practicable but no later than six months after the implementation of this substantive change. To note that the Commission may rescind this action if instruction does not commence within one calendar year from the date of this action. To note that this additional location is being used in the United States Department of Education Second Chance Pell Experimental Sites Initiative (SCP ESI) under an amended Program Participation Agreement (PPA) through June 30, 2023, for the following programs: (a) Business Management (Certificate) and (b) Hotel-Motel Management (Certificate). To require the institution to submit a supplemental information report, due October 1, 2023, that provides an update on the transition of the ESI location beyond June 30, 2023 including appropriate written documentation from the United States Department of Education authorizing the institution to continue accessing title IV funding under the SCP ESI. The next evaluation visit is scheduled for 2024-2025.

- **December 2, 2021**

To acknowledge receipt of the supplemental information report. The next evaluation visit is scheduled for 2024-2025.

- **May 24, 2021**

Staff acted on behalf of the Commission to request a supplemental information report, due October 1, 2021, addressing the recent action by the Commission on Accreditation in Physical Therapy Education (CAPTE) which may have implications for current and future compliance with Requirement of Affiliation 6; Standard III (Design and Delivery of the Student Learning Experience); Standard IV (Support of the Student Experience); and Standard V (Educational Effectiveness Assessment).

- **June 25, 2015**

To reaffirm accreditation and to commend the institution for the quality of the self-study report and process. The Periodic Review Report is due June 1, 2020.

- **September 3, 2013**

To acknowledge receipt of the substantive change request. To note that the institution has closed its additional location at the Berlin-Ocean City Instructional Center, 10452 Old Ocean City Blvd., Berlin, MD 21811. To remove this additional location from the scope of the institution's accreditation. The next evaluation visit is scheduled for 2014-2015.

- **November 17, 2011**

To accept the progress report. The next evaluation visit is scheduled for 2014-2015.

- **November 18, 2010**

To accept the Periodic Review Report and to reaffirm accreditation. To request a progress report, due October 1, 2011, documenting further implementation of assessment plans and systematic use of assessment results, including student learning assessment results, to inform planning and budgeting decisions and improve teaching and learning (Standards 7 and 14). The next evaluation visit is scheduled for 2014-2015.

### Information about the Middle States Commission on Higher Education

*The Middle States Commission on Higher Education (MSCHE) is a global institutional accreditor recognized since 1952 by the United States Secretary of Education. As an institutional accreditor and member of the regulatory triad, MSCHE assures students and the public of the educational quality for its over 500 institutions of higher education.*

*MSCHE accreditation applies to an institution as a whole rather than the specific programs within an institution. MSCHE does not approve or accredit individual programs. Each institution is regularly and consistently evaluated and monitored in accordance with the Commission's policies and procedures.*

*An institution maintains its accreditation unless it is voluntarily surrendered, whether through institutional closure or otherwise, or it is denied or withdrawn by the Commission. For more information, visit [msche.org](http://msche.org).*



32000 CAMPUS DR  
SALISBURY MD 21804  
410-334-2800  
worwic.edu

March 12, 2026

Holly Steuerwald  
Director of Membership  
National Junior College Athletic Association (NJCAA)  
8801 JM Keynes Drive, Suite 450  
Charlotte, North Carolina 28262

Dear Director Steuerwald,

Wor-Wic Community College is excited about continuing the process for our membership application into the National Junior College Athletic Association (NJCAA). As per the NJCAA Bylaws Section 1. E. 2, Wor-Wic confirms that we are not an on-line college. We provide 58% of our credit courses via the traditional, in-person, and synchronous modality, 30% using on-line modality, and 12% using hybrid modality (see attached).

Please contact us if you need additional information about our accreditation.

Sincerely,

Karie Solembrino, Ed.D., R.T. (R)(CT)(ARRT)  
Vice President for Academic Affairs  
Wor-Wic Community College

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Wor-Wic Community College Course Modality Breakdown

**2025FA Course Modality\_20260312**

Section Dup	0
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Count of Student ID		
Course Type Desc2	Course Type Desc	Total
In Person	On Campus	218
	Off Campus	43
<b>In Person Total</b>		<b>261</b>
Online	Online	119
	Hybrid (Virtual/Online)	5
	Virtual	9
<b>Online Total</b>		<b>133</b>
Hybrid	Hybrid (On Campus/Online)	53
<b>Hybrid Total</b>		<b>53</b>
<b>Grand Total</b>		<b>447</b>

Section Dup	0
-------------	---

Count of Student ID		
Course Type Desc2	Course Type Desc	Total
In Person	On Campus	49%
	Off Campus	10%
<b>In Person Total</b>		<b>58%</b>
Online	Online	27%
	Hybrid (Virtual/Online)	1%
	Virtual	2%
<b>Online Total</b>		<b>30%</b>
Hybrid	Hybrid (On Campus/Online)	12%
<b>Hybrid Total</b>		<b>12%</b>
<b>Grand Total</b>		<b>100%</b>



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March 12, 2026

Holly Steuerwald  
Director of Membership  
National Junior College Athletic Association (NJCAA)  
8801 JM Keynes Drive, Suite 450  
Charlotte, North Carolina 28262

Dear Director Steuerwald,

Wor-Wic Community College is excited about continuing the process for our membership application into the National Junior College Athletic Association (NJCAA). As per the NJCAA Bylaws Section 1. E. 3, Wor-Wic will hire a full-time Director of Athletics to oversee the Athletics program. As the hiring and budget manager for Student Affairs, to which this position will report, I will lead this process in consultation with the Human Resources Department. This process will begin upon confirmation of our membership into the NJCAA. The job description for this position has been submitted as part of our application material.

Please contact us if you need additional information about our hiring process.

Sincerely,

Michael Hutmaker, Ed. D.  
Vice President for Student Affairs  
Wor-Wic Community College

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Form Name: NJCAA Committee Proposal Submission Form  
Submission Time: March 19, 2026 10:38 am  
Browser: Chrome 146.0.0.0 / Windows  
IP Address: 76.248.76.97  
Unique ID: 1443199864

## NJCAA Committee Proposal Submission Form

---

**Your Name** Jeff White

---

**Email** jwhite@njcaa.org

---

**Submitting Committee** Appeals

---

**Proposal Title/Topic** Appealing an NJCAA National Office Ruling

---

**Type of Proposal** Bylaw Change

---

**Proposed Effective Date of Proposal** August 1, 2026

---

**Rationale for Proposal** We propose adding this text to reduce possible gamesmanship within the appeal process. As currently written, member institutions may believe it is acceptable to file an appeal, delay enforcement of sanctions, and allow a student-athlete to participate, and then withdraw the appeal if/when serving the suspension is no longer a concern.

---

**Please specify the NJCAA Handbook section(s) affected** Bylaws, Article VIII

---

Article VIII

PROCEDURES FOR APPEAL

Section 1. General Information

A. Methods of Challenge: Procedures set forth in this Article are the sole methods for challenging the decisions of the NJCAA National Office.

1. Consent: As a condition of membership in the NJCAA, member colleges consent to be bound by the provisions of this and all other articles of these bylaws.

2. Litigation:

a. Prohibition: Member colleges and student-athletes may not institute a suit at law or in equity, nor seek injunction or restraining order concerning any dispute or controversy involving the NJCAA enforcement or interpretation of bylaws, rules, regulations, or sanctions.

b. Penalties: Member colleges which institute legal action against the NJCAA may be subject to payment of attorney fees and court costs, expulsion, sanctions, penalties, fines, probation, or other penalties as determined by the Board of Regents of the NJCAA.

B. Standing: Only member colleges may challenge the interpretation and enforcement of the bylaws, rules and regulations of the

NJCAA. No coach, student-athlete, booster club, or other entity affiliated directly or indirectly with the member college shall have any standing.

Section 2. First Interpretation of NJCAA National Office

A. First Interpretation: The NJCAA National Office shall make all decisions in the first instance concerning challenges and/or questions of interpretation and enforcement of the bylaws, rules, and regulations of the NJCAA in accordance with the procedures listed below.

B. Effective Date and Enforcement: The written decision of the first interpretation of the NJCAA National Office shall be effective and enforced immediately, However, member colleges may delay enforcement of any sanction or penalty during the pendency of any appeal of the initial decision made by the National Office initiated within the provisions of this Article. Member colleges may not delay sanctions unless and until the NJCAA National Office confirms receipt of the appeal file referenced in Article VIII, Section 3.E and payment of the appeal fee found in Article VIII, Section 3.G. The delay in enforcement applies only to appeals made to the NJCAA Appeals Committee.

Section 3. Submit to Appeals Committee

A. Standing: Only a member college affected by a decision of the NJCAA National Office may appeal that decision to the Board of Regents Appeal Committee of the NJCAA.

B. Composition and Terms: Members of the Appeal Committee shall serve renewable one-year terms with no term limits.

C. Sanctioning: The Appeal Committee may establish an alternate sanction in accordance with Article I, Section 4.A.2. of the NJCAA Bylaws. The sanction may be decreased, increased or affirmed. Review by the Committee does not automatically require an alternative sanction.

D. Voting and Decision: The voting and decision processes for all appeals is outlined below.

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1. A majority vote is required to overturn the decision of the National Office.
2. A vote not meeting the majority will be denied.
3. Majority shall mean the majority of all the members on the virtual session of the Appeal Committee.
4. When determining the process to vote on any given appeal including, but not limited to, the timing of the vote, the Presiding Officer may consider extenuating circumstances such as the date, time, and location of the next scheduled contest.
5. The Chair of the Appeal Committee/Presiding Officer shall only vote if necessary to break a tie.
6. The final decision of the Board of Regents Appeal Committee shall be due to the appealing member college within twelve (12) calendar days from the date the appealing college's appeal is reviewed by the Board of Regents Appeal Committee.
7. The decision of the Appeal Committee is the final ruling of the Board of Regents.

E. Appeal Request: To properly request an appeal, the member college's request must conform to the following requirements:

1. Request must be in writing and signed by the member College President,
2. Request must be sent to the NJCAA Compliance Department, [compliance@njcaa.org](mailto:compliance@njcaa.org), with a copy sent to the Regional Director and Board of Regents member for the region of the appealing college.
3. NJCAA Compliance must receive the appeal request within twelve (12) calendar days from the date of the written decision issued by the NJCAA National Office, and
4. Member college's appeal file must contain a detailed description of the college's basis for appeal, to include:
  - a. Name and address of member college presenting challenge/questions,
  - b. Name and address of any other member college involved or directly affected by the challenge/question,
  - c. Any background facts involved in the challenge/question,
  - d. The material factual basis involved in the challenge/question,
  - e. The jurisdictional basis involved in the challenge/question,
  - f. Citation of bylaws, policies, rules, and regulations involved in

the challenge,

g. Any other relevant documentation supporting the challenge/question, and

h. Description must list specific reason(s) the member college contends support reversal of the ruling of the NJCAA National Office.

5. NJCAA National Office Duties Upon Appeal: The NJCAA National Office shall forward the appealing college's written presentation along with their own written information and case file to each of the members of the Board of Regents Appeal Committee as soon as practicable. The NJCAA National Office case file shall include:

a. The decision of the NJCAA National Office,

b. The jurisdictional basis for the decision,

c. Citations of any and all NJCAA bylaws, policies, rules, and regulations involved in the decision, and

d. Any other matter or documentation deemed material by the NJCAA National Office.

6. The NJCAA National Office shall provide the appealing college a complete copy of all materials submitted to the Board of Regents Appeal Committee, including the college's written presentation and all written information and the case file provided by the NJCAA National Office. Materials shall be sent to the member college president and athletic director electronically by email contemporaneously with materials distributed to members of the Board of Regents Appeal Committee.

F. Appeal Process: The appeal process is as follows.

1. Virtual Session: The Appeal Committee shall meet via a virtual session on Thursday's at 3 p.m. ET, unless the National Office is otherwise closed for Federal holidays, force majeure acts, or the National Convention.

a. The NJCAA National Office will automatically schedule appeals based upon the day and time of the submission of the

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appeal fee and appeal file. For purposes of this bylaw the NJCAA National Office defines the start of the week as Monday and the end of the week as Sunday.

b. The Appeal Committee shall review any appeal received prior to Tuesday 11:59 PM ET of the then current week on Thursday of the current week.

2. Virtual Session Process: The virtual session shall be conducted as follows:

a. Presiding Officer: The Board of Regents Board Chair or their designee shall act as presiding officer at the appeal.

b. Appealing College Chooses Not to Participate In the Virtual Session: The appealing college is not required to participate in the virtual session.

- i. If the appealing college chooses not to participate, the Appeal Committee will continue with the virtual session, review all materials submitted, and vote utilizing a process determined by the Presiding Officer (per Article VIII, Section 3.D.4.)
- c. **Appealing College Chooses to Participate In the Virtual Session**  
If the appealing college does participate, they must adhere to the process outlined below.
  - i. **Representation:** During the virtual session, the member college may only be represented by an employee of the college, and any student-athletes involved may only be represented by an employee of the college.
  - ii. Legal counsel may be present and may advise the college representative but may not present information directly to the Board of Regents Appeal Committee during the virtual session.
- d. **Presentation of Evidence:** Both the appealing college and the NJCAA National Office may present evidence subject to the following procedure:
  - i. First, the appealing college has the right to present all evidence, including witness statement and other documents.
  - ii. Next, the NJCAA National Office has the right to present all evidence, including witness statements and other documents.
  - iii. Upon conclusion of the presentation of evidence, all members of the Appeal Committee may question the representatives from the appealing college and the NJCAA National Office, respectively.
  - iv. The appealing college cannot question the NJCAA National Office, and vice versa.
  - v. The appeal Committee shall excuse the respective representatives once they have concluded questioning the representatives.
- e. **Recording of Proceedings:** All proceedings occurring during the virtual session shall be audio and/or video recorded.
- G. **Costs:** Member colleges that wish to appeal an official ruling made by the NJCAA National Office must submit a non-refundable payment of \$1,000.00. The appeal will not be processed and the timeline to submit an appeal will not toll if the fee is not submitted. Please email [accountspayable@njcaa.org](mailto:accountspayable@njcaa.org) to pay the appeal fee.
- H. **Conflict of Interest:** To avoid an actual, potential or the appearance of a conflict, NJCAA Board of Regents members shall absent themselves during any substantive discussion and recuse themselves from any appeal vote involving:
  - 1. A college at which they are currently employed.
  - 2. A member college within their respective region.

3. A member college at which the committee member has been employed within the past five (5) years

## Proposed NJCAA Handbook Language

### Article VIII

#### APPEALING AN NJCAA NATIONAL OFFICE RULING

##### 1. General Information

A. Methods of Challenge: The standards and obligations set forth in this Article and the corresponding procedures set forth in the NJCAA Policy manual are the sole standards, obligations, and procedures for challenging any decision made by the NJCAA National Office.[JW1.1]

1. Consent: As a condition of membership in the NJCAA, member institutions consent to be bound by the provisions of this and all other articles of these bylaws and all other NJCAA governing documents[JW2.1].

##### 2. Litigation:

a. Prohibition: Member institutions and student-athletes may not institute a suit at law or in equity, nor seek injunction or restraining order concerning any dispute or controversy involving the NJCAA enforcement or interpretation of bylaws, rules, regulations, or sanctions.

b. Penalties: Member institutions which institute legal action against the NJCAA are subject to payment of attorney fees and court costs[JW3.1] and may also face expulsion, suspension, sanctions, fines, probation, or other sanctions as determined by the Board of Regents of the NJCAA.

B. Standing: Only member institutions may challenge the interpretation and enforcement of the bylaws, rules and regulations of the NJCAA. No coach, student-athlete, booster club, or other entity affiliated directly or indirectly with the member institution shall have any standing.

##### 2. First Interpretation of NJCAA National Office

A. First Interpretation: The NJCAA National Office shall make all decisions in the first instance concerning challenges and/or questions of interpretation and enforcement of the bylaws, rules, and regulations of the NJCAA in accordance with the procedures listed below.

B. Effective Date and Enforcement: The written decision of the first interpretation of the NJCAA National Office shall be effective and enforced immediately, however, member institutions may delay enforcement of any sanction during the pendency of any appeal of the initial decision made by the National Office initiated within the provisions of this Article. Member institutions may not delay sanctions unless and until the NJCAA National Office confirms receipt of the appeal file referenced in Article VIII, Section 3.E and payment of the appeal fee found in Article VIII, Section 3.G. The delay in enforcement applies only to appeals made to the NJCAA Appeals Committee.

C. Withdrawal of Appeal: A member institution may withdraw an appeal if they have not delayed the enforcement of sanctions. Once a member institution delays enforcement of sanctions, they

may not withdraw the appeal. [JW4.1]

3. □ Submit to Appeals Committee

A. □ Appeal Request and Procedure: The process to request an appeal and the appeal procedures are set forth in the NJCAA Policy Manual.

B. □ Sanctioning: The Appeal Committee may establish an alternate sanction. The sanction may be decreased, increased or affirmed. Review by the Committee does not automatically require an alternative sanction.

C. □ Voting and Decision: The voting and decision processes for all appeals are outlined below.

1. □ A majority vote is required to overturn the decision of the National Office.

2. □ A vote not meeting the majority will be denied.

3. □ Majority shall mean the majority of all the members on the virtual session of the Appeal Committee.

4. □ When determining the process to vote on any given appeal including, but not limited to, the timing of the vote, the Presiding Officer may consider extenuating circumstances such as the date, time, and location of the next scheduled contest.

5. □ The Chair of the Appeal Committee/Presiding Officer shall only vote if necessary to break a tie.

6. □ The final decision of the Board of Regents Appeal Committee shall be due to the appealing member institution within twelve (12) calendar days from the date the appealing institution's appeal is reviewed by the Board of Regents Appeal Committee.

7. □ The decision of the Appeal Committee is the final ruling of the Board of Regents.

8. □ Any member institution affected by a decision of the NJCAA Board of Regents Appeal Committee may appeal that decision, the sole method of which shall be arbitration. The arbitration process is set forth in the NJCAA Policy Manual.

D. □ Costs: Member institutions that wish to appeal an official ruling made by the NJCAA National Office must submit a non-refundable payment of \$1,000.00. The appeal will not be processed and the timeline to submit an appeal will not toll if the fee is not submitted. Please email [accountspayable@njcaa.org](mailto:accountspayable@njcaa.org) to pay the appeal fee.

E. □ Conflict of Interest: To avoid an actual, potential or the appearance of a conflict, NJCAA Board of Regents members shall absent themselves during any substantive discussion and recuse themselves from any appeal vote involving:

1. □ A institution at which they are currently employed;

2. □ A member institution within their respective region; or

3. □ A member institution at which the committee member has been employed within the past five (5) years.

**Please include any additional notes for your proposal. (Optional)**

The Processes have been removed from the bylaws in Article VIII and will be placed in the Policy Manual.

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**Please attach any supporting documentation here. (Optional)**

<https://njcaa.formstack.com/admin/download/file/19301078659>

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- C. **Withdrawal of Appeal:** A member institution may withdraw an appeal if they have not delayed the enforcement of sanctions. Once a member institution delays enforcement of sanctions, they may not withdraw the appeal.

### **3. Submit to Appeals Committee**

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