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VI. Elections

VII. Old Business

VIII. New Business
I. 2015-2016 NAIA-ATA Important Dates to Remember

(It is recommended by the NAIA National office that anything being submitted on a receipt deadline should be sent via certified or overnight mail.)

November 14  NATA Award Nominations due to the NATA. Forms can be found On-line at [www.nata.org/nata-honors-awards-nomination-form](http://www.nata.org/nata-honors-awards-nomination-form)

January 14  Registration opens for NATA Annual Meeting

April 15  Receipt Deadline for submitting Al Ortolani Undergraduate Scholarships Nomination. Forms can be found On-line [here](http://www.nata.org/nata-honors-awards-nomination-form)

June 15  Receipt Deadline for submitting Athletic Trainer of the Year Nomination. Forms can be found On-line [here](http://www.nata.org/nata-honors-awards-nomination-form)

June 25-28  NATA Annual Meeting and NAIA-ATA Annual Business Meeting, Baltimore, MD
## 2015-2016 NAIA National Championships Calendar Men’s Events

### 60th Annual Cross Country
- November 21st, 2015
- McAlpine Creek Park - Charlotte, N.C.

### 58th Annual Soccer
- November 21, 2015 Opening Round – Campus Sites
- November 30-December 5, 2015
- Seacrest Soccer Complex – Delray Beach, FL

### 60th Annual Football
- November 21, 28, December 5, 2015 – Campus Sites
- December 19, 2015
- Municipal Stadium – Daytona Beach, Fla.

### 51st Annual Track & Field - Indoor
- March 3-5, 2016
- To Be Determined

### 60th Annual Swimming & Diving
- March 2-5, 2016
- To Be Determined

### 59th Annual Wrestling
- March 4-5, 2016
- Kansas Expocentre – Topeka, KS

### 25th Annual Basketball - Division II
- March 9-15, 2016
- College of the Ozarks - Point Lookout, MO

### 79th Annual Basketball - Division I
- March 16-22, 2016
- Municipal Auditorium - Kansas City, MO

### 65th Annual Track & Field - Outdoor
- May 26-28, 2016
- To Be Determined

### 65th Annual Tennis
- May 17-21, 2016
- Mobile Tennis Center - Mobile, AL

### 65th Annual Golf
- May 24-27, 2016
- TPC Deere Run - Silvis, Ill.

### 60th Annual Baseball
- May 16-19 Opening Round – Campus Sites
- May 27-June 3
- Lewis-Clark State College - Lewiston, Idaho
### 2015-2016 NAIA NATIONAL CHAMPIONSHIPS CALENDAR WOMEN’S EVENTS

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Date</th>
<th>Venue Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>36th ANNUAL CROSS COUNTRY</strong></td>
<td>November 21, 2015</td>
<td>McAlpine Creek Park – Charlotte, N.C.</td>
</tr>
<tr>
<td><strong>32nd ANNUAL - SOCCER</strong></td>
<td>November 21, 2015</td>
<td>Opening Round – Campus Sites</td>
</tr>
<tr>
<td></td>
<td>November 30-December 5, 2015</td>
<td>Orange Beach Sportsplex – Orange Beach, Ala.</td>
</tr>
<tr>
<td><strong>36th ANNUAL VOLLEYBALL</strong></td>
<td>November 21, 2015</td>
<td>Opening Round – Campus Sites</td>
</tr>
<tr>
<td></td>
<td>December 1-5, 2015</td>
<td>Tyson Events Center – Sioux City, IA</td>
</tr>
<tr>
<td><strong>36th ANNUAL TRACK &amp; FIELD - INDOOR</strong></td>
<td>March 3-5, 2016</td>
<td>Spire Institute – Geneva, OH</td>
</tr>
<tr>
<td><strong>36th ANNUAL SWIMMING &amp; DIVING</strong></td>
<td>March 2-5, 2016</td>
<td>Oklahoma City Community College – Oklahoma City, OK</td>
</tr>
<tr>
<td><strong>25th ANNUAL BASKETBALL - DIVISION II</strong></td>
<td>March 9-15, 2016</td>
<td>Tyson Events Center – Sioux City, IA</td>
</tr>
<tr>
<td><strong>36th ANNUAL BASKETBALL - DIVISION I</strong></td>
<td>March 16-22, 2016</td>
<td>Independence Events Center – Independence, MO</td>
</tr>
<tr>
<td><strong>36th ANNUAL TRACK &amp; FIELD - OUTDOOR</strong></td>
<td>May 26-28, 2016</td>
<td>To Be Determined</td>
</tr>
<tr>
<td><strong>36th ANNUAL TENNIS</strong></td>
<td>May 17-21, 2016</td>
<td>Mobile Tennis Center – Mobile, AL</td>
</tr>
<tr>
<td><strong>22nd ANNUAL GOLF</strong></td>
<td>May 17-20, 2016</td>
<td>Savannah Quarters – Pooler, GA</td>
</tr>
<tr>
<td><strong>36th ANNUAL SOFTBALL</strong></td>
<td>May 16-18, 2016</td>
<td>Opening Round – Campus Sites</td>
</tr>
<tr>
<td></td>
<td>May 27- June 2, 2016</td>
<td>South Commons Softball Complex – Columbus, GA</td>
</tr>
</tbody>
</table>
II. General Information — History and Athletic Trainers Association

A. NAIA

The National Association of Intercollegiate Athletics (NAIA), Kansas City, Mo., is a governing body of small athletics programs that are dedicated to character-driven intercollegiate athletics. NAIA members provide more than 60,000 student-athletes with opportunities to play college sports, earn $500 million in scholarships and compete in 23 national championships.

Established in 1940 as the National Association of Intercollegiate Basketball (NAIB), the Association expanded to include other programs in 1952. The NAIA became the first intercollegiate sports governing body to provide championship opportunities for both men and women when the women’s program was established on August 1, 1980.

B. NAIA-ATHLETIC TRAINERS ASSOCIATION

The NAIA Athletic Trainers Association (NAIA-NATA) is an organization of Certified Athletic Trainers at NAIA institutions. The NAIA-ATA membership dues are paid by the institution as part of its NAIA membership dues for all personnel who receive all or part of their salary for their responsibilities within the athletic department. The NAIA-ATA Annual Business Meeting is held each June in conjunction with the National Athletic Trainers Association (NATA) Annual Convention.

The NAIA-ATA elects officers who serve three-year terms and provide the leadership for the Association. The NAIA-ATA studies and makes recommendations through legislation of actions affecting the organization and administration of the NAIA-ATA. All action items are forwarded to the NAIA National Administrative Council for final approval.

C. PAST PRESIDENTS

<table>
<thead>
<tr>
<th>Year</th>
<th>President</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
<td>1995-97</td>
<td>Steve Curtis</td>
<td>Western Baptist (Ore.)</td>
</tr>
<tr>
<td>1997-99</td>
<td>Patrick Trainor</td>
<td>Malone (Ohio)</td>
</tr>
<tr>
<td>1999-01</td>
<td>Mike Stevenson</td>
<td>Southern Oregon</td>
</tr>
<tr>
<td>2001-02</td>
<td>Erica Zimmerman</td>
<td>Georgetown (Ky)</td>
</tr>
<tr>
<td>2002-04</td>
<td>Vince Diller</td>
<td>Sterling (Kan.)</td>
</tr>
<tr>
<td>2004-07</td>
<td>April Reed</td>
<td>Azusa Pacific (Calif.)</td>
</tr>
<tr>
<td>2007-11</td>
<td>Susan Ganz</td>
<td>Point Loma (Calif.)</td>
</tr>
<tr>
<td>2011-13</td>
<td>Gary Turbak</td>
<td>College of the Ozarks (Mo)</td>
</tr>
<tr>
<td>2013-</td>
<td>Pete Manely</td>
<td>Sterling College (Kan.)</td>
</tr>
</tbody>
</table>

D. NAIA-ATHLETIC TRAINERS ASSOCIATION OBJECTIVES AND MEETINGS

1. The objectives of this Association shall be:
   a. The advancement, encouragement, and improvement of the athletic training profession, and to promote a better working relationship among those persons interested in the problems of athletic training.
   b. To develop and further the abilities of each of its members to function affectively.
   c. To better serve the common interest of its members by providing a means for an exchange of ideas within the profession.
   d. To enable members to become better acquainted personally through casual good fellowship.

2. Meetings
   a. The annual business meeting shall be held each year in conjunction with the NATA Annual Meeting and Symposium. A quorum consists of those voting members present.
   b. The Board of Directors may call additional general business meeting as deemed necessary.
   c. All general business meetings shall be conducted according to “Roberts Rules of Order”.

E. NATIONAL ATHLETIC TRAINERS ASSOCIATION

The National Athletic Trainers Association was founded in 1950 by unified athletic trainers across the country to set standards for professionalism, education, certification, research and practice settings. Since its inception, the NATA has been a driving force behind the recognition of the athletic training profession. National Athletic Trainers’ Association members strive to keep up with the latest treatment techniques, research and technological advancements. To obtain these goals, the NATA holds various types of national and district meetings, provides scholarship and research grants through the NATA Research & Education Foundation, provides education, on-line resources and other printed materials and publishes the NATA News...
III. Risk Management

Each member institution is responsible for the conduct of their athletes, coaches and fans at all NAIA events. Students are expected to act responsibly and perform as a positive role model for the institution, community and the Association.

It is recommended that one coach per team is CPR/AED certified, and that every institution has a written policy to address: 1) concussions 2) emergency action plan at each venue.

Institutions hosting NAIA events accept the responsibility to safeguard the physical well-being of all students and spectators. The competition facility shall be inspected prior to each day's competition to ensure that the safety of each competition and spectator is not placed at risk. Appropriate crowd supervision shall be provided.

IV. Awards

A ATHLETIC TRAINER OF THE YEAR

The NAIA-ATA selects one Athletic Trainer from and NAIA institution to receive the NAIA Athletic Trainer of the Year Award each year based on the criteria and standards established by the NAIA-ATA Scholarship and Awards Committee.

The procedure involves nomination of athletic trainers with appropriate support material. Selection is made by the NAIA-ATA Scholarship and Awards Committee. To find the link for the nomination form and additional details, please visit here. The form MUST be submitted with appropriate support materials. Forms are to be submitted to respective Chair of the Scholarship and Awards Committee.

B. AL ORTOLANI UNDERGRADUATE SCHOLARSHIP

The NAIA-ATA selects one student trainer from and NAIA Institution to receive the NAIA Al Ortolani Undergraduate Scholarship each year based on the criteria and standards established by the NAIA-ATA Scholarship and Awards Committee.

The procedure involves nomination of student athletic trainers with appropriate support material. Selection is made by the NAIA-ATA Scholarship and Awards Committee. To find the link for the nomination form and additional details, please visit here. The form MUST be submitted with appropriate support materials. Forms are to be submitted to respective Chair of the Scholarship and Awards Committee.

C. PAST AWARD WINNERS

<table>
<thead>
<tr>
<th>Athletic Trainer of the Year</th>
<th>Al Ortolani Undergraduate Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>2000 Daniel Dodson, Langston (Okla.)</td>
<td>1997 Jennifer Amborn, MidAmerica Nazarene</td>
</tr>
<tr>
<td>2001 Vince Diller, Sterling (Kan.)</td>
<td>1998 Jenny Atkins, MidAmerica Nazarene (Kan.)</td>
</tr>
<tr>
<td>2002 No candidate named</td>
<td>1999 Janelle Grow, Western Montana</td>
</tr>
<tr>
<td>2003 No candidate named</td>
<td>2000 Marie Monical, Southwestern (Kan.)</td>
</tr>
<tr>
<td>2004 Diane Lloyd, Southwest (NM)</td>
<td>2001 Jeff Fluty, Southwestern (Kan.)</td>
</tr>
<tr>
<td>2005 Jim Richards, Northwest (WA)</td>
<td>2002 Teresa Kircher, Central Methodist (Mo.)</td>
</tr>
<tr>
<td>2006 Jason Duroucher, Hastings (NE)</td>
<td>2003 Jane Tschetter, St. Tanka (S.D.)</td>
</tr>
<tr>
<td>2007 Adam J. Thompson (IN)</td>
<td>2004 Justin Gray, MidAmerica Nazarene (Kan.)</td>
</tr>
<tr>
<td>2008 Michael Livergood, Bellevue (NE)</td>
<td>2005 Jennifer Rambur, Mary (N.D.)</td>
</tr>
<tr>
<td>2009 Lynn Bott, Baker (KS)</td>
<td>2006 Chris Laubier, Urbana University (OH)</td>
</tr>
<tr>
<td>2010 Justin White, Embry-Riddle (FL)</td>
<td>2007 Lacey Troth, Point Loma Nazarene (CA)</td>
</tr>
<tr>
<td>2011 Ryan &quot;Pete&quot; Manely, Sterling (Kan.)</td>
<td>2008 Abigail Lillich, Azusa Pacific (CA)</td>
</tr>
<tr>
<td>2012 Jill Pratte, Central Methodist University (Mo.)</td>
<td>2009 Devin Jagow, Concordia (CA)</td>
</tr>
<tr>
<td>2013 Jeff Ward, Cal Maritime</td>
<td>2010 Jennifer Asberry, Missouri Valley</td>
</tr>
<tr>
<td>2014 Gary Turbak, College of the Ozarks (Mo.)</td>
<td>2011 Grace Savage, Texas Wesleyan</td>
</tr>
<tr>
<td>2015 William Dill, Lindenwood – Belleville (IL)</td>
<td>2012 Ben Snyder, Missouri Valley College</td>
</tr>
<tr>
<td>2016 Ben Snyder, Missouri Valley College</td>
<td>2013 Robin Flowers, Sterling (Kan.)</td>
</tr>
<tr>
<td>2014 Marguerite Montjoy, Cal State San Marcos (CA)</td>
<td>2015 William Dill, Lindenwood – Belleville (IL)</td>
</tr>
<tr>
<td>2016 Ben Snyder, Missouri Valley College</td>
<td>2017 Micah Krueger, MidAmerica Nazarene (Kan.)</td>
</tr>
<tr>
<td>2018 Justin White, LSU – New Orleans</td>
<td>2019 Justin White, LSU – New Orleans</td>
</tr>
<tr>
<td>2019 Ryan &quot;Pete&quot; Manely, Sterling (Kan.)</td>
<td>2020 Devan Otto, MidAmerica Nazarene (Kan.)</td>
</tr>
<tr>
<td>2021 Adam J. Thompson (IN)</td>
<td>2022 Adam J. Thompson (IN)</td>
</tr>
<tr>
<td>2022 Adam J. Thompson (IN)</td>
<td>2023 Adam J. Thompson (IN)</td>
</tr>
</tbody>
</table>
V. National Championships

During a national championship the athlete’s goal is to win the national title or an individual title. It is the goal of an athletic trainer is to allow the athletes to compete at their peak performance and to ensure a safe competitive environment. In order to ensure a safe environment for athletes qualified medical care has become the rule not the exception.

Just as important is that there are basic standards that need to be met. With an increase in athletic training staffing in the NAIA there has been an increase in awareness in the areas of lowering athlete risk and lowering the legal liability of the hosting body. It is vital that the safety of the athletes is considered when planning a national championship. There is a basic standard of care for sports medicine that must be met to protect the student-athlete.

In the NAIA-ATA Championships Handbook, information about the medical check-list can be found for each sport and what specifications need to be met for each championship by the host medical coordinator, NAIA, and host site. The handbook also contains information about support staff athletic training responsibilities, emergency action plans, and medical information regarding injury reports. To view the 2013 Championship Handbook, please visit:


NAIA National Championship Sport Managers
The main number at the NAIA is (816)-595-8000
For assistance, please contact Kristin Gillette at (816) 595-8104 ext. 104.
VI. Bylaws of the National Association of Intercollegiate Athletics Athletic Trainers Association (NAIA-ATA)

ARTICLE I - MEMBERSHIP
Any member who resigns athletic training duties at an NAIA member institution or whose institution cancels membership in the NAIA becomes ineligible to vote or hold office.

Section 1. Certified
Those members possessing current NATA-Board of Certification status, who are in good standing, and who are affiliated/employed by an NAIA member institution.

Section 2. Associate
Those members who are recognized by the NATA as being associate members and who are affiliated/employed by an NAIA member institution.

Section 3. Retired
Those members who are recognized as either Certified or Associate members who no longer are actively engaged in practicing athletic training or who are no longer employed by an NAIA member institution.

Section 4. Honorary
Any person who, by virtue of his/her actions, shows a profound interest in the advancement of the athletic training profession shall be eligible for membership in this classification. Nominations shall be made by Certified or Associate members and shall be directed to the Chairperson of the Scholarship and Awards Committee.

Section 5. Allied
Those members who by virtue of their profession or occupation have an interest in furthering the health care of athletes. This includes physicians, physical therapists, nurses or others who work with injured athletes at NAIA member institutions.

Section 6. Student
Those members who are full-time undergraduate or graduate students at an NAIA member institution who are pursuing a career in athletic training.

ARTICLE II - BOARD OF DIRECTORS

Section 1. Qualifications
Only Certified and Associate members in good standing may be elected to positions on the Board of Directors. The President & President-Elect must be a certified member of the NATA.

Section 2. Duties and Responsibilities:
A. The Board of Directors shall carry out the mandates and policies of the NAIA-ATA as determined by its membership.
B. The Board of Directors shall have full power and authority to perform all acts and business transactions for and on behalf of the Association within the provisions of these By-Laws.
C. The Board of Directors shall make a report to the membership at each general meeting for the purpose of providing information, seeking opinions, and/or taking a vote.

ARTICLE III - OFFICERS

Section 1. President
Selection: Automatically moves to this office from President-Elect.
Term: Three years. May serve consecutive term with membership vote of confidence.
Duties and Responsibilities:
A. Serves as Chairperson of the Board of Directors.
B. Calls all meetings of the Board and/or Association as deemed necessary.
C. Serves as official spokesperson for the Board.
D. Implements the mandates and policies of the Association.
E. Possesses full power and responsibility to transact all business for and on behalf of the Association.
F. Presides over all association meetings.
G. Appoints standing and ad hoc committee chairpersons and/or committee members, and liaisons with the approval of the Board.
A. Serves as ex-officio member of all committees.
I. Serves on National Administrative Council

Section 2. President-Elect
Selection: Elected by eligible voting membership.
Term: Three years. May serve consecutive term. Must be NATA certified.
Duties and Responsibilities:
A. Serves as a member of the Board of Directors.
B. Serves as President pro-tempore in the absence of the President.
C. Serves as Chairperson of the Newsletter and Public Relations Committee.
D. Serves as Chairperson of the Nominating Committee and conducts the election.
E. Performs other duties as assigned by the President.

Section 3. Vice President
Selection: Elected by eligible voting membership.
Term: Three years. May serve more than one term, but not more than two terms consecutively.
Duties and Responsibilities:
A. Serves as a member of the Board of Directors.
B. Serves as NATA Convention Contact Liaison.
C. Serves as Editor of the NAIA NEWS Training Room column.
D. Coordinates updates/revisions to the NAIA-ATA Constitution & By-Laws
E. Serves as Chairperson of the Scholarship and Awards Committee.
F. Performs other duties as assigned by the President.

Section 4. Immediate Past-President
Selection: Automatically moves to this position following the term of office as President.
Term: 3 year term but may serve consecutive terms.
Duties and Responsibilities:
A. Serves as a member of the Board of Directors.
B. Serves as parliamentarian for Board meetings and general business meeting.
C. Performs other duties as assigned by the President.
D. Serves as the CATS & CUATC Liaison.

Section 5. Secretary
Selection: Elected by eligible voting membership.
Term: Three years. May serve more than one term consecutively.
Duties and Responsibilities:
A. Serves as a member of the Board of Directors.
B. Coordinates updates/revisions of NAIA Athletic Trainers’ Manual.
C. Serves as custodian of all records, books, and papers belonging to the Association.
D. Records minutes of all Board meetings and general business meetings and distributes necessary information to the membership.
E. Conducts all official correspondence as directed by the Board.
F. Maintains a record of current and accurate mailing lists and provides signature of approval of all new membership applications and classification changes.
G. Provides applications to prospective members.
H. Performs other duties as assigned by the President.

ARTICLE IV - ELECTIONS

Section 1. Nominating Committee

The Nominating Committee shall be chaired by the President-Elect. The Committee shall be comprised of the Board and two other voting members appointed by the President.

Section 2. Election Process
Nominations for office shall be submitted to the Committee sixty (60) days prior to the annual meeting.

All candidates shall have declared willingness to accept office by submitting an officer candidate biography to the President-Elect. SEE APPENDIX D. (page 57)

Fifteen (15) days after the annual meeting the ballots will be sent out and ballots returned in twenty (20) days after the annual meeting.

Candidates will be elected by a majority vote (plurality of more than two (2) candidates) of the membership casting ballots. If only one nominee exists for a position, approval of the nominee will take place at the annual meeting.

All candidates for elected positions shall be notified of the outcome of the election by the President.

ARTICLE V - STANDING COMMITTEES

Section 1. Nominating Committee
A. Chairperson – President-Elect
Term: length of office
Duties and Responsibilities:
1. Coordinates development of slate of candidates for each elected office.
2. Coordinates balloting process.
3. Submits annual report.

B. Committee – Board members
Term: length of office
Duties and Responsibilities:
1. Develops slate of at least two (2) candidates for each office during election years.
2. Creates, dispenses, and collects ballots for tabulation to determine new officers.

Section 2. Professional Education and Research Committee
A. Chairperson – Appointed by the President
Term: Three years
Duties and Responsibilities:
1. Acts as communicator between the committee and Board.
2. Facilitates the development of annual goals and the committee.
3. Assists in the planning of annual education program.

B. Committee – Appointed by the Chairperson
Term: Three years, may serve consecutive terms
Duties and Responsibilities:
1. Assists in the development of the educational portion of the annual meeting.
2. Sets goals for development of professional education of the Association membership.
3. Seeks, supports and encourages scholarly research by the members of the Association on topics inherent toward the advancement of athletic training.
4. Select at least one (1) research project for presentation at the annual meeting.

Section 3. Scholarship and Awards Committee
A. Chairperson – Vice President
Term: length of office
Duties and Responsibilities:
1. Appoints members of the subcommittees.
2. Receives and reviews all applicants for Al Ortolani Student Athletic Trainer Scholarship.
3. Schedules meeting of subcommittee for the purpose of discussing and selecting recipients of the scholarship award.
4. Submits report and budget request to Board of Directors.

B. Committee
Term: one (1) year at discretion of Chairperson

Duties and Responsibilities:
1. Meets to review all nominations for scholarship awards.
2. Recommends candidates for award to Board of Directors.
3. Submits names of candidates for Honorary Membership

Section 4. Newsletter and Public Relations Committee

A. Chairperson – President-Elect
   Term: length of office
   Duties and Responsibilities:
   1. Selects subcommittee members.
   2. Gathers information, news, etc. for publication of newsletter three (3) times per year.
   3. Submits report and budget request to the Board of Directors.

B. Committee
   Term: one (1) year, may serve consecutive terms
   Duties and Responsibilities:
   1. Gathers NAIA-ATA news and information for publication.
   2. Assists chairperson in writing/editing newsletter.
   3. Assists with distribution of newsletter.
   4. Seeks to encourage good public relations with media, other organizations and interested public.
   5. Encourages applicants for membership.

Section 5. Championship Committee

A. Chairperson – Appointed by President
   Term: three (3) years at discretion of the Board
   Duties and Responsibilities:
   1. Appoints members of committee.
   2. Serves as editor of Medical Aspects Handbook.
   3. Submit report and budget request to the Board of Directors.

B. Committee
   Term: three (3) years, may serve consecutive terms
   Duties and Responsibilities:
   1. Seeks to identify specific problems dealing with medical aspects of athletic training in NAIA institutions.
   2. Proposes policies and procedures dealing with medical aspects at NAIA championship events.

ARTICLE VI - LIAISON POSITIONS

Section 1. NAIA Liaison
Selection of Liaison is by official appointment by NAIA.
Liaison attends Board of Directors and general business meetings. Liaison acts as resource person to disseminate information between both Associations. Liaison assists with arrangement of budget dispersal and general meeting arrangements.

Section 2. CUATC & CATS Liaison.

Section 3. Conference Representative
Conference Representatives are appointed by the Board of Directors
Duties and Responsibilities
1. Maintain and update a Conference database of NAIA athletic trainers.
2. Coordinate activities to ensure that all conference, Conference, and national tournaments held in their region are adequately covered by athletic trainers.
3. Act as a liaison for their members to the NAIA and NAIA-ATA.
4. Gather news items that would be appropriate for the NAIA-ATA newsletter and forward to the NAIA liaison.
Section 4. NATA Liaison
Liaison to be NAIA-ATA past president.
NATA Liaison attends Board of Directors and general business meeting. Liaison acts as a resource person to disseminate information between the NATA & NAIA. This is an appointed position by the President after approval from the NATA and the candidate’s NATA district representative.

Section 5. Conference Representative Coordinator
Appointed by the Board of Directors from the pool of Conference Representatives
Duties and Responsibilities
1. To act as a liaison between the Conference Representatives, the NAIA-ATA Board of Directors, and the NAIA liaison to the NAIA-ATA.
2. To provide leadership to the Conference Representatives as to their duties and roles.
3. To compile a national database of NAIA institutions’ athletic trainers and update it annually.

ARTICLE VII - FISCAL AND MEMBERSHIP YEAR
The fiscal and membership year shall be August 1 through July 31 of each year.

ARTICLE VIII- MOTION SCHEDULE
Motion Schedule:
1. Send request for motions by December 1st.
2. ATA Board reviews motion by December 15th.
5. Gather supporting material for NAC motion review by May 15th.
6. NAC reviews in June meeting.
7. Results to ATA at business meeting in June.
VII. CONSTITUTION of the National Association of Intercollegiate Athletics Athletic Trainers Association (NAIA-ATA)

ARTICLE I - NAME
The name of this organization shall be the National Association of Intercollegiate Athletic - Athletic Trainers Association.

ARTICLE II - OBJECTIVES
The objectives of this Association shall be:
1. The advancement, encouragement, and improvement of the athletic training profession, and to promote a better working relationship among those persons interested in the problems of athletic training.
2. To develop further the abilities of each of its members to function effectively.
3. To better serve the common interest of its members by providing a means for an exchange of ideas within the profession.
4. To enable members to become better acquainted personally through casual good fellowship.

ARTICLE III - MEMBERSHIP
Section 1. There will be six (6) classes of membership as follows:
1. Certified
2. Associate
3. Retired
4. Student
5. Allied
6. Honorary

Section 2. Qualifications for membership, rights and obligations of members shall be as indicated in the By-Laws.

ARTICLE IV - ELECTION OF MEMBERS
Each applicant for any classification of membership shall sign an application stating his/her desire to become a member and to accept its Constitution and By-Laws.

ARTICLE V - CANCELLATION OF MEMBERSHIP
Section 1. Membership cancellation may be recommended by any voting member of the association for cause. Cause may be violation of the Constitution, By-Laws, or Code of Ethics. The membership of any member can be caused to cease by a two-thirds vote of the ballots cast by member at the annual business meeting. It is the duty of the members of the NAIA-ATA to submit to the Board of Directors all motions for cancellation. Written notice of cancellation shall be sent by the Secretary/Treasurer within fifteen (15) days following action.

Section 2. A person whose membership is canceled in accordance with Section I shall be allowed to appeal, in writing, to the Board of Directors. Such appeal must be received within thirty (30) days of receipt of written notification of cancellation. The Board of Directors shall determine, by a majority vote, to accept or reject the appeal. The decision shall be made and the individual shall be notified in writing within thirty (30) days of receipt of the appeal.

ARTICLE VI - ORGANIZATION
Section 1. Board of Directors
The governing body of this organization shall be the Board of Directors. This body shall consist of the President, President-Elect, Vice President, Immediate Past President, and Secretary/Treasurer. Duties and responsibilities of the Board and Committees as a whole are as specified in the By-Laws.

Section 2. Elections
Election procedures are as specified in the By-Laws.

Section 3. Vacancy in Office
Any vacancy in office of President shall be filled by the President-Elect for the unexpired term and shall also continue as President for the duly elected term. Any vacancy in the office of President-Elect shall be filled by the Vice President for the unexpired term. At the next general business meeting, this office shall be filled by general election. Any other vacancies shall be filled by appointment of the President with the approval of the Board. Any vacancy in the office of Immediate Past President shall not be filled.

Section 4. Absence of President
In the absence of the President during a scheduled Board of Directors meeting or general business meeting, the President-Elect shall assume the duties of the President pro-temporum.

Section 5. Removal from Office
Any association officer may be impeached and convicted on the following grounds: embezzlement, malfeasance in office, and actions contrary to or in violation of the Constitution, By-Laws, or Code of Ethics. A brief containing the charges, with the name(s) of the person preferring charges shall be presented to the Ethics Committee. The brief must be adopted by a majority vote of the Ethics Committee. The committee shall notify the President of the decision who shall notify the officer in writing within fifteen (15) days following action.

ARTICLE VII-COMMITTEES AND LIAISONS
Section 1. Appointments
All committee members and liaisons shall be appointed by the President with the approval of the Board of Directors.

Section 2. Standing Committees
Standing committees are as specified in the By-Laws.

ARTICLE VIII-MEETINGS
Section 1. Board of Directors Meetings
The Board of Directors shall meet at least once a year, just prior to the annual business meeting. A quorum shall consist of four (4) members present. The President may call additional meeting of the Board as deemed necessary.

The president may submit emergency items of association business that are appropriate for Board action by a vote by telephone. The President shall first secure a “second” to the proposal and the call each member of the Board for his/her vote. Board approval of such items shall become part of the official minutes.

The President may submit appropriate items of association business to the Board for a vote by mail. For such voting the President shall first secure a “second” and then submit the proposal to each Board member for his/her vote. A “yes” or “no” vote shall be returned by mail no more than ten (10) days after the mailing of the proposal. Board approval of such items shall become part of the official minutes.

Section 2. General Business Meeting
The annual business meeting shall be held each year in conjunction with the NATA Annual Meeting and Symposium. A quorum consists of those voting members present. The Board of Directors may call additional general business meeting as deemed necessary. All general business meetings shall be conducted according to “Roberts Rules of Order”.

ARTICLES IX-AMENDMENTS
Section 1. Constitution
All proposed amendments to the constitution shall be submitted in writing to the President at least sixty (60) days prior to the annual business meeting. The President shall inform the membership of all proposed amendments at least thirty (30) days prior to the annual business meeting. Proposed amendments shall be read and two-thirds (2/3) majority vote of the voting membership present shall be necessary for adoption.

Section 2. By-Laws
The By-Laws may be amended at any official meeting of the Board of Directors by majority vote.

ARTICLE X-FISCAL AND MEMBERSHIP YEAR
Section 1. Fiscal Year
The fiscal year shall be as specified in the By-Laws.

Section 2. Membership Year
The membership year shall be as specified in the By-Laws.
## Appendix A — NAIA-ATA BOARD OF DIRECTORS

### PRESIDENT
Ryan "Pete" Manely  
Sterling College  
125 West Cooper  
Sterling, KS 67579  
Office: (620) 278-6178  
Fax: (620) 278-4319  
Email: pmanely@sterling.edu

### PRESIDENT-ELECT
Michael Livergood  
Bellevue University  
1000 Galvin Road South  
Bellevue, NE 68005  
Office: (402) 557-7057  
Fax: (402) 557-5407  
Email: mike.livergood@bellevue.edu

### VICE PRESIDENT
Robin Johnson  
Friends University  
2100 West University  
Wichita, KS 67213  
Office: (316) 295-5631  
Fax: (316) 295-5030  
Email: rjohnson@friends.edu

### SECRETARY
Lynsey Payne  
Baker University  
618 8th Street  
Baldwin City, KS 66006  
Office: (785) 594-8499  
Fax:  
Email: lpayne@bakeru.edu

### PAST PRESIDENT
Gary Turbak  
College of the Ozarks  
PO Box 17, One Opportunity Ave.  
Point Lookout, MO 65726  
Office: (417) 690-2576  
Fax: (417) 690-2577  
Email: turbak@cofo.edu

### NAIA-LIAISON
Justin Glenn  
NAIA National Office  
1200 Grand Ave  
Kansas City, MO 64106  
Office: (816) 595-8000  
Fax: (816) 595-8200  
Email: kgillette@naia.org
### Appendix B — 2015-2016 NAIA-ATA Committees & Liaisons Nominating Committee

#### NOMINATING COMMITTEE

<table>
<thead>
<tr>
<th>Chair:</th>
<th>Ryan “Pete” Manely, Sterling College, <a href="mailto:pmanely@sterling.edu">pmanely@sterling.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee:</td>
<td>Tony Gambill, University of Saint Francis (IN), <a href="mailto:tgambill@sf.edu">tgambill@sf.edu</a></td>
</tr>
</tbody>
</table>

Committee comprises the President-Elect as chair, the Board of Directors as the committee members, and one appointee assigned by the President for a minimum two-year term.

#### PROFESSIONAL EDUCATION & RESEARCH COMMITTEE

<table>
<thead>
<tr>
<th>Chair:</th>
<th>William Dill, Lindenwood University, <a href="mailto:wdill@lindenwood.edu">wdill@lindenwood.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee:</td>
<td>Pamela Rast, Texas Wesleyan, <a href="mailto:prast@txwes.edu">prast@txwes.edu</a></td>
</tr>
<tr>
<td></td>
<td>April Daniels, Cardinal Stritch University, <a href="mailto:afdaniels@stritch.edu">afdaniels@stritch.edu</a></td>
</tr>
</tbody>
</table>

Committee comprises the chair, approved by the Board of Directors, and committee members recommended by the chair and approved by the Board of Directors for a minimum two-year term.

#### SCHOLARSHIP & AWARDS COMMITTEE

<table>
<thead>
<tr>
<th>Chair:</th>
<th>Robin Johnson, Head Athletic Trainer Friends University, <a href="mailto:rjohnson@friends.edu">rjohnson@friends.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee:</td>
<td>Juan Carciente – Bellevue University, <a href="mailto:Juan.Carciente@bellevue.edu">Juan.Carciente@bellevue.edu</a></td>
</tr>
<tr>
<td></td>
<td>Phil Keith – Cornerstone University, <a href="mailto:phil.keith@cornerstone.edu">phil.keith@cornerstone.edu</a></td>
</tr>
<tr>
<td></td>
<td>Sarah Walters - Evangel University, <a href="mailto:WaltersS@evangel.edu">WaltersS@evangel.edu</a></td>
</tr>
</tbody>
</table>

Committee comprises the Vice-President as chair and committee members recommended by the chair and approved by the Board of Directors for a minimum two-year term.

#### NEWSLETTER & PUBLIC RELATIONS COMMITTEE

<table>
<thead>
<tr>
<th>Chair:</th>
<th>Mike Livergood, Head Athletic Trainer, Bellevue University, <a href="mailto:Mike.Livergood@bellevue.edu">Mike.Livergood@bellevue.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee:</td>
<td>Robin Johnson, Head Athletic Trainer Friends University, <a href="mailto:rjohnson@friends.edu">rjohnson@friends.edu</a></td>
</tr>
<tr>
<td></td>
<td>Adam Thompson, Program Director, Indiana Wesleyan University, <a href="mailto:adam.thompson@indwes.edu">adam.thompson@indwes.edu</a></td>
</tr>
</tbody>
</table>

Committee comprises the President-Elect as chair, the NATA/CATS liaison, and committee members recommended by the chair and approved by the Board of Directors for a minimum two-year term.

#### CHAMPIONSHIP COMMITTEE

<table>
<thead>
<tr>
<th>Chair:</th>
<th>Gary Turbak, College of the Ozarks, <a href="mailto:turbak@cofo.edu">turbak@cofo.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee:</td>
<td>Eric Gillberg, Kansas Wesleyan University, <a href="mailto:eric.gillberg@kwu.edu">eric.gillberg@kwu.edu</a></td>
</tr>
<tr>
<td></td>
<td>Jeff Ward, California Maritime Academy, <a href="mailto:JWard@csum.edu">JWard@csum.edu</a></td>
</tr>
<tr>
<td></td>
<td>Tracy Collins, Lewis-Clark State College, <a href="mailto:tcollins@lssc.edu">tcollins@lssc.edu</a></td>
</tr>
</tbody>
</table>

Committee comprises the chair, approved by the Board of Directors, and committee members recommended by the chair and approved by the Board of Directors for a minimum two-year term.

#### SECTION REPRESENTATIVES:

| Coordinator:             | Julie Kernes, Bellevue University, julie.kernes@bellevue.edu |

#### LIAISONS

- **NAIA**
  - Kristin Gillette, NAIA National Office, kgillette@naia.org

- **CUATC & CATS**
  - Gary Turbak, College of the Ozarks, turbak@cofo.edu

- **NATA**
  - Darin Voigt, Vanguard, dvoigt@vanguard.edu
Appendix C — NAIA-ATA Conference Representatives

American Midwest Conference – William Dill, Lindenwood University-Belleville (IL), wdill@lindenwood.edu

Appalachian Athletic Conference – Clay Bult, Union College (KY), cbult@unionky.edu

Association of Independent Institutions -

California Pacific Conference – Jeff Ward, California State University-Maritime Academy, jward@csum.edu

Cascade Collegiate Conference – Tony Walther, Corban University, twalther@corban.edu

Chicagoland Collegiate Athletic Conference – BJ Geasa, Olivet Nazarene University, bgeasa@olivet.edu

Crossroads League Conference – Mary Jacobs, Indiana Wesleyan University, mary.jacobs@indwes.edu

Frontier Conference - Brian Coble, Carroll College, bcole@carroll.edu

Golden State Athletic Conference – Spenser Bowers, The Masters College, sbowers@masters.edu

Great Plains Athletic Conference – Stacy Dahkoetter, Concordia University (NE), stacy.dahkoetter@cune.edu

Gulf Coast Athletic Conference - Demond Walker, Talladega College, dwalker@talladega.edu

Heart of America Athletic Conference – Lynsey Payne, Baker University, lpayne@bakeru.edu

Kansas Collegiate Athletic Conference - Robin Johnson, Friends University, rjohnson@friends.edu

Kentucky Collegiate Athletic Conference – Andrew Bolt, Asbury University, andrew.bolt@asbury.edu

Mid-South Conference – Peggy Haus, University of the Cumberlands, pegg.haus@ucumberlands.edu

Midlands Collegiate Athletic Conference – Chad Karcher, York College, cekarcher@york.edu

North Star Athletic Conference – Tim O’Brien, Mayville State University, tim.obrien@mavillestate.edu

Red River Athletic Conference – Lance Champagne, Louisiana State University-Shreveport, lance.champagne@lsus.edu

Sooner Athletic Conference – Kat King, Oklahoma City University, kking@okcu.edu

Southern States Athletic Conference – Melissa Thomas, University of Mobile, mthomas@umobile.edu

The Sun Conference – Cookie Guadalupe, Ave Maria University, cookie.guadalupe@avemaria.edu

Wolverine-Hoosier Athletic Conference - Matt McWilliams, Aquinas College, mcmillan@aquinas.edu
Appendix D — NAIA-ATA Board of Directors Candidate Biography Form

Name: ____________________________________________ Phone: ______________________

Affiliated College/University: ______________________________________________________________________________________

1. Position for which you are applying (check one)
   - [ ] President-Elect
   - [ ] Vice President
   - [ ] Secretary/Treasurer

2. Please describe, on a separate sheet, why you would like to serve on the NAIA-ATA Board of Directors in the office you have selected.

3. Return your response with this biography form and an updated resume to the President-Elect no later than sixty (60) days prior to the NAIA-ATA Annual Business Meeting. Ballots will be mailed from the national office and will be due 15 days prior to the business meeting.
## Appendix E — NAIA-ATA Annual Meeting

June 24th, 2015, St Louis, MO

### Attendance
- Gary Turbak, President
- Susanne Ganz, Past President
- Kristin Gillette, NAIA Liaison
- Brent Melvin, Vice President
- Pete Manely, President Elect
- Mike Livergood, Secretary
- Kara Werner, Research and Education committee

<table>
<thead>
<tr>
<th>University</th>
<th>Name</th>
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<tbody>
<tr>
<td>Bellevue University</td>
<td>Kernes, Julie</td>
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<td>Bellevue University</td>
<td>Carciente, Juan</td>
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<td>Bethel University</td>
<td>Glover, Chris</td>
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<td>Bethel University</td>
<td>Harris, Michael</td>
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<td>Bethel University (TN)</td>
<td>Sturm, Jennifer</td>
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<td>Biola University</td>
<td>Ruggles, Linda</td>
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<td>Campbellsville University</td>
<td>Port, Derek</td>
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<td>Ford, Jeanette</td>
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<td>Lott, Tracy</td>
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<td>Central Methodist University</td>
<td>Menk, Dustin</td>
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<td>Pratte, Jill</td>
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<td>Martin, Teresa</td>
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<td>Fletcher, Cody</td>
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<tr>
<td>Central Methodist University</td>
<td>Taylor, Tristan</td>
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<tr>
<td>Concordia University Irvine</td>
<td>Rizzo, Jennifer</td>
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<td>Concordia University Irvine</td>
<td>Fung, Glory</td>
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<td>Cumberland University</td>
<td>Fair, LaKeisha</td>
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<td>Cumberland University</td>
<td>Arnold, Katie</td>
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<td>Cumberland University</td>
<td>Meadows, James</td>
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<tr>
<td>Embry-Riddle</td>
<td>White, Justin</td>
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<tr>
<td>Freed-Hardeman University</td>
<td>Knox, Pernell</td>
</tr>
<tr>
<td>Friends University</td>
<td>Koch, Adam</td>
</tr>
<tr>
<td>Friends University</td>
<td>Johnson, Robin</td>
</tr>
</tbody>
</table>
I. 2:04pm Welcome/Call to Order – Kristin Gillette- NAIA Office
   a. Pete Manley- NAIA-ATA President- Welcome
   b. B.O.D. introductions-
   c. Member roll call- please fill out/update form going around ~50 AT’s present
      i. Recognize NAIA and NATA Hall of Fame- Lynn Bott, Randy Biggerstaff, April Reed

II. 2:10pm Sponsor Recognition
    a. Cramer – Chad Stephens-thank AT’s

III. 2:12pm Awards – Robin Johnson (VP) and Chad Stephens (Cramer) to:
    a. NAIA Hall of Fame - April Reed, Azusa Pacific University- meritorious service award
       i. Susan Gantz- give history about board- talk about April
    b. NAIA Athletic Trainer of the Year Award – Bill Dill, Lindenwood–Belleville
       i. Al Ortolani Undergraduate Scholarship Award
       ii. CUATC Head Athletic Trainer of the Year Award

Drug Free Sport – Josh Roehr - recognize post season play only- starts in 17-18 Championship season
   iii. Focus on educational component. Explained what to expect. Currently finalizing things with myPlaybook, pilot
        with a few schools
   1. **ACTION ITEM:** Webinar on July 15th- will tour resource exchange center is and how it can be used
      and resources available. Sign-up sheets provided.
   2. Breakfast- Majestic C Renessaince Grand- 9:30am
   3. Street drugs are not considered banned- Performance enhancing is more the focus and will only be
      tested for there. Institutions should address entire school body with their own street drug ban, not just
      athletes.
   4. NAC approved NAIA banned substance list- that is what Drug Free Sport will use in resource center
   c. Children’s Mercy Hospital – Nicole Fillingame- Coach it Right- character training, medical aspect and skill training-target
      youth and high school coaches

IV. 2:33pm Approval of the 2014 Minutes
V. 2:35pm Committee Reports

a. NAIA National Report – Kristin Gillette
   i. Showcases- hosting 7 showcases - MNU has provided some services at events- high success rate
   ii. Council for Student Athletes - CSA- heavy on medical aspects- two AT's on council
   iii. NAIA Network- working with ESPN
   iv. Eligibility Center- inCred- continue to add value to membership
   v. NAIA- growing- up 24% in last 5 years- 48,000 to 65,000 student athletes
   vi. Be sure to keep student athlete safety in mind and grow with programs

b. National Administrative Council – Pete Manely
   i. NAC appears to be more open to AT’s as a voice of their own- respect us as our own entity
   ii. National Championship Concussion Policy- passed- only for national championships
   iii. Soft headgear- will discuss with Bill
   iv. Tennis motion was discussed and voted on by tennis coaches- voted down- if we want to continue to pursue it;
      there is a task force that is looking at different formats of championships. Ask task force to review. Pete is on
      that task force. Kristin can put together format of all championships.

c. Council for Student-Athletes – Robin Johnson & Bill Dill
   i. Conference call on Monday- no formal direction on call, mostly intros- 21 person committee- directed to look at
      well-being for student athletes

d. Scholarship and Awards – Robin Johnson- get more people nominated
   i. Deadlines were confusing- June 15th will be conference deadline- due to NAIA office by July 15th.
   ii. Al Ortolan deadline will be April 15th

e. Championships Committee – Gary Turbak
   i. Concussion Policy- neurosurgeons liked it so going with that
   ii. ACTION ITEM: Championship checklist- what should be required and what is recommended. Need to have
      policy in place for several things that we don’t currently have in writing.

f. Professional Education and Research Committee - Bill Dill
   i. ACTION ITEM: Concussion Policy- soft headgear- NCAA has recommendations- what do we want to do?
      1. Is anyone using it outside of concussion purposes?
      2. Problem arose when- MBB allowed to wear headgear- WBB not allowed to wear headgear- what is
         recommendation?
      3. Feedback??
         a. Why can men wear it but not women? Great question
         b. Difference in post season play vs regular season play? Great question
         c. For some athletes its comfort or “part of their game”- accustomed to how they are going to
            play. Why should we dictate if they can or can’t play with it…..if it’s optional equipment why
            should we say they can’t wear it
         d. If it’s post-concussion and they are cleared to play, why shouldn’t we let them
         e. NCAA wants to say we don’t legislate against it; can we just say that we also don’t advocate
            for this?
         f. False sense of security- for hitting- what does football helmet rules say?
         g. Allowing baseball pitcher have extra padded hat- what the difference
         h. False sense of security isn’t a good argument- then we should eliminate all other pads i.e.
            elbow pads etc.
         i. Impact vs concussion- in favor of it protecting against impact- different than a concussion
         j. Seems to be same wording that has gotten NCAA in lawsuit- why don’t we beat this before
         k. What about other equipment? Knee braces etc.? 
         l. Knee brace being a target- could head gear be the same?
         m. What are we trying to control? Can’t control other peoples thoughts
         n. What perception are we creating for athletes, coaches, parents, etc.?

g. CATS/CUATC – Gary Turbak
   a. CUATC meeting- - 4 proposals out there.
i. 1) Best Practice for appropriate health care in college athletics. Summit probably in Indy. Apposed $45,000. Looking at injury rate in sports. Find min staff and services required for appropriate healthcare in college sports. Create matrix- how many people do you need. Work to create minimal health care standards

ii. 2) Term and duties of student athletic trainers- eliminate term athletic training aid; use support personnel services (in intercollegiate department). What is their supervision? What is state rules?

iii. 3) Best practice in athletic training documentation- six month development

iv. 4) Club sport recreation and intramural initiative- some have more of these athletes than varsity athletes….what is appropriate medical coverage?

v. NCAA handbook- seeking alternate delivery mechanism- electronic means, an app, web format, etc. Will be different next year

vi. No NAIA rep at CUATC- talk of eliminating- their deadline is Jan 31st. Encourage more people to apply. Level of experience. Need 15 years exp. AT needs to nominate also

ACTION ITEM: Follow up with Datalyscenter’s proposed pilot program for NAIA

h. NATA – Darin Voigt- liaison
   i. Spinal Cord Injury – Cookie Guadalupe- Jan. went over helmet removal etc.
   ii. Trying to help us more with the promotional side of things

Julie Kearns- Conference Rep Coordinator-
   20 conferences and one independent group

VI. Committee Vacancies & Board Recruitment

VII. Old Business
   a. Drug testing & education
   b. Update on legislation

VIII. New Business
   a. Best Practice – contact Mike, he’ll get it in newsletter
   b. ACTION ITEM: Championship Host Update – Pete – update what needs to be done and what minimums are. What each contract has- update that. Is an on-site visit possible? AT meetings are sparse….not every site has one. Could conference reps do that? What if it is a neutral site? Practice times- sometimes have no AT. Can AT be a liaison? NAC wants to clarify what is required and what is recommended….
      i. Some things should be non-negotiable.
      ii. What are your experiences with national championships?

   c. Motions – with motions- we need to have 50% of institutions participate in motions
      i. One position- what will happen to those that have GA’s- look at full time staff
         1. Presidents need to be aware of what will happen with profession- needs to be said early.
         2. ACTION ITEM: COP meets in Sept. and in Spring- need to have position letter

   d. Announcements: job opportunities, etc.
      i. Sterling- GA for SB and VB
      ii. Southeastern University- FL- full time FB AT
      iii. KS Wes.- Head AT and GA
      iv. Tabor College- GA
      v. Vanguard- 2 interns 10 month
      vi. University of St. Francis- II- Intern 10 month

IX. 3:37 Meeting adjourned