

**Northwest Division**  
**Meeting held Tuesday, October 17, 2017 9:00PM EST**

Attending: Tom Tracey, Assistant Commissioner; Oregon State University, Jasmin Kennard; University of Oregon, Izzy Dickerson and Becca Robinson (2 of 6 schools)

The call was rescheduled due to the limited attendance.

**Northwest Division**  
**Meeting held Wednesday, November 1, 2017 9:00PM EST**

Attending: Tom Tracey, Assistant Commissioner; Oregon State University, Brooke Weir; University of Oregon, Izzy Dickerson; University of Washington, Mary Elizabeth Ward and Rudy Ramirez; Western Washington University, Kirsten Dodge and Maddie Hurd; Portland State University, Vanessa Rodgers (5 of 6 schools)

The call began with a discussion about the new league website that was launched prior to the start of the 2017 Fall Season. The Assistant Commissioner noted several key reasons for the change including: mobile friendly site, member programs ability to have interactive control over their team profiles and the league office's ability to make updates and changes. Additionally, the site provides a better opportunity for the inclusion of social media. Leaders were reminded to update their team profiles and to contact the office if they did not previously receive an email with their school's login information. The Assistant Commissioner asked the leaders to contact the office if they have any problems with finding information when reviewing the site as the league office wants to ensure teams and fans have an easier time surfing the site.

Following the roll call, teams were asked if anyone knew of any new programs interested in joining or if any team planned to enter a "B" Squad which receives a reduction in league dues (\$1930) as voted by membership during the summer of 2016. League dues are also reduced for all collegiate club members from the previous year and teams can budget \$2750 for the upcoming season. Rudy Ramirez mentioned Seattle University may be interested and will pass along their team contact.

The first item on the agenda focused on the division format, conflict dates and interest in hosting. The Assistant Commissioner explained the current division format as two regional weekends and a championship where all teams play each other once and one opponent randomly selected for a second match. Teams were asked if they preferred to stay with the same format or if anyone would like to suggest an alternative. All teams were asked for any dates they were aware of conflicts for their program including their Spring Break and Finals. Teams were also asked who was interested in hosting. Oregon State, Oregon and Washington all expressed interest.

The next item was the 2018 Division Schedule. Teams were reminded that the Northwest Division was next in rotation to host the Women's National Collegiate Club Championship (May 4-6, 2018) and that the University of Washington (Seattle, WA) was currently finalizing their bid. Next in rotation to host nationals was the Rocky Mountain Division.

Teams decided to create the following tentative schedule based on pool availability:

February 3-4	Oregon or Washington (Backup February 10-11)
March 3-4	Oregon or Washington
April 14-15	Championship at Oregon State

Washington expressed concern for paying for two facilities if they are also hosting nationals. Teams agreed that if Washington hosts nationals then teams would help pay for the rented facility during the division regional weekend. Teams agreed Washington would cover half the rental fee and the rest of the teams would split the remaining balance. (Note: following the call a conflict for several teams became evident with the first weekend. This would be shifted to February 10-11 based on pool availability. Additionally, Oregon confirmed their ability to host March 3-4 at Willamalane Center which would mean Washington would be hosting potentially the first regional weekend).

Hosts were reminded to complete the Pool Reservation Form found under the Forms section on the website once their date is confirmed. Team Leadership will be contacted by the office at least one week prior to their event to ensure they received the host package and are prepared for the weekend. Hotels will be reserved once the host sites are confirmed and pool reservation form submitted (Note: we had some issues during the fall season with our hotel booking agency due to several factors but we are working to rectify them before the women's season).

Before moving any further in the call, teams were asked if they had any questions or new business to discuss so that we do not run out of time at the end of the call.

The call concluded with the Assistant Commissioner running through a series of updates from the league office as well as a reminder that all [CWPA League Policies](#) are posted on the website under Membership. Specific policies discussed on the call were student-athlete eligibility requirements, teams must be recognized by their institution, the differences and penalties for "No Contest vs. Forfeit", and the definition between a "Varsity vs. Club" Student-Athlete. Any team may appeal the eligibility policy to the Club Governance Council comprised of three (3) current student-athletes and two (2) club administrators. The Assistant Commissioner acts as the liaison for the council and all appeals can be submitted directly to [tracey@collegiatewaterpolo.org](mailto:tracey@collegiatewaterpolo.org).

Additionally, leadership was reminded that all necessary team forms are found on the website under the Forms Tab. This includes the [Participation Agreement](#) that needs to be submitted by the Club Supervisor no later than December 15<sup>th</sup> for the Women's Season. After the form is submitted, teams have until January 15<sup>th</sup> to make any adjustments or remove themselves from the league without penalty.

Teams were encouraged to send story ideas to [Ed Haas](#), Director of Communications, to promote their programs and enhance their exposure on the website. Likewise, Team Leaders should take advantage of the Player of the Week program and nominate athletes each week, regardless of whether the games are within the CWPA league play or non-conference. Additionally, the website now has a social media aspect that we would love to see teams take advantage sending photos from their tournaments as well as other great experiences they have as a team.

The Assistant Commissioner pointed out [Jon Weaver](#), Director of Multimedia, continues to do exciting updates with the streaming program and featured game of the week. To ensure we can highlight games from every division, host sites are strongly urged to work with the multimedia department to stream at their facility. Additionally, the multimedia department is developing several video libraries to directly benefit our members and officials. As the CWPA is a non-profit, all educational material will be available for free on the website. We encourage teams, players and coaches to take full advantage when this becomes implemented as it will possess everything from practice drills to game strategies as well as training videos for hosts.

The Assistant Commissioner introduced [Mike Shannon](#), Membership Services. While all the previous responsibilities will be maintained, Mike will be focusing on implementing more ways to better

communicate with our membership as well as incorporating a new Social Media Campaign. Mike will also be a main contact for all hosting site prior and after the tournament.

The Assistant Commissioner also discussed the mentoring program. While the league encourages current team leadership to get involved as a mentor, we recognize many leaders are already heavily involved in many different areas of their institution and we do not want this to become more taxing on their limited availability. That is why we are seeking past alum who served as team leaders and had a positive impact on their programs. Current leaders were asked to submit names of individuals they felt would be interested in getting involved as a CWPA Club Mentor.

Team leaders were reminded about the Team Leader Orientation Program requiring each school to review four short webinars. The team representative reviewing the webinar will need to take a short test at the conclusion to ensure it is recorded that their team had completed the requirements. Teams should also encourage younger members of their team to be involved in a leadership role to help secure a smoother transition over the years.

Finally, teams were once again reminded the importance of reviewing and updating their [Team Contact Information](#) using the link on the Membership page. All team leaders were thanked for taking the time to be on the call to represent their program.