

**\*\*\* DIVISION III MEN'S & WOMEN'S NATIONAL & REGIONAL \*\*\***  
**RANKING COMMITTEE STRUCTURE & RESPONSIBILITIES**

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*There will be a separate National Ranking Committee for the men and the women.*

*The Men's and Women's Committees will operate independent of each other but will be similarly structured and will be help to the same expectations.*

***Division III National Ranking Committee (NRC):***

The Division III National Ranking Committee shall consist of one National Chair, as well as the four Regional Chairs, serving as the representatives from each of their Regions (*Atlantic, Central, Northeast and West*). The responsibility of the NRC is to finalize the Campbell/ITA Division III team, singles and doubles National rankings throughout the fall and spring varsity tennis seasons.

***Division III National Ranking Chair Responsibilities:***

The National Chair will be responsible to coordinate the efforts of the NRC, including the voting for Regional and National selections as well as to nominate coaches to serve in the position of Regional Ranking Chair. Voting shall be completed by ballot but it is strongly encouraged that the National Chair discusses the rankings with the National Ranking Committee via phone or email prior to each ranking report date.

***Division III Regional Ranking Committee (RRC):***

The Division III Regional Ranking Committee shall consist of one Regional Chair, as well as at least five (5) members from that particular region, with the Regional Chair forwarding his/her recommendations to the National Chair and the ITA office for final approval. The responsibility of the regional committee is to review and determine the Campbell/ITA Division III Regional team, singles and doubles rankings.

***Division III Regional Ranking Chair Responsibilities:***

The Regional Chair will be responsible for coordinating the efforts of the RRC. It is recommended, where possible, that all conferences within the Region, as well as independents, be represented on this Committee. In finalizing the ITA Rankings and prior to being published, it is recommended that the Regional Chair discuss the rankings with the RRC via phone or email prior to each ranking report date. The Regional Chair will also be a member of the ITA National Ranking Committee, and will be responsible to vote on the National Campbell/ITA Division III team, singles and doubles rankings.

***Division III Regional/National Ranking Committee Selections and Term:***

Regional chair and committee members will serve three year terms and will be appointed by the Executive Director, upon consultation of the Operating Committee. First year Region Chairs inherit the committee that is already in place unless otherwise noted. All Region chairs are encouraged to alert the ITA office immediately in cases where a committee member is not completing the responsibilities as a committee member.

*(As of 12.10.09)*