Present:

Dr. Wilson G. Bradshaw, President
Dr. Peg Gray-Vickrey, Chairperson
Mr. Kenneth Kavanagh, Director of Athletics
Ms. Kathy Peterson, Senior Woman Administrator/Athletics Certification Liaison
Ms. Susan Byars, Academic Integrity Subcommittee Chair
Mr. Jorge Lopez, Gender/Diversity and Student Athlete Well Being Subcommittee Chair
Dr. Donna Price Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
Mr. Steve Magiera, Vice President for University Advancement
Ms. Linda Bacheler, Assistant Vice President Administrative Systems and Controller
Dr. Cathy Duff, Chief Report Writer
Dr. Chuck Lindsey, Faculty Senate President
Dr. Cecil Carter, Faculty Athletic Representative
Ms. Lisa Banks, Staff Advisory Council President
Ms. Colleen Sorem, Athletics Administration Director
Mr. Bruce Banko, II, FGCU Athletics Booster (via conference call)
Ms. Jessica Rouse, OPS Compliance Assistant
Ms. Veronica Forsyth, Administrative Staff for Steering Committee

Absent:

Ms. Marianne Rosenhauer, Assistant to the Chief Report Writer
M. Taylor Cooke, Student Athlete
Mr. AJ Jani, Student Athlete
Ms. Markell Jonaitis, Student

Meeting Convened at 2:00PM

I. Welcome and Gathering

Dr. Gray-Vickrey welcomed the committee members.

II. Approval of the Agenda

Dr. Gray-Vickrey asked whether anyone had anything that they would like to add to the agenda. No one had any additional items.

III. Opening Remarks – Dr. Wilson G. Bradshaw

Dr. Bradshaw had no opening remarks.

IV. Athletic Director Report – Mr. Kenneth Kavanagh

Dr. Gray-Vickrey asked Mr. Kavanagh to give the Athletic Director Report. Mr. Kavanagh reported that the organizational chart for Athletics is almost completed. Ms. Peterson reported that she had checked with the University of North Florida and Kennesaw State to see what process was used to advertise to the University Community the NCAA certification process. She stated that both UNF and Kennesaw invited
faculty, staff and students to attend Steering Committee meetings. UNF did not hold any campus forums and Kennesaw reported poor attendance. Groups that should be targeted are the Faculty Senate, SAC, and other campus organizations. Information should be posted on the web stating meeting schedules – time, date, and location. Mr. Kavanagh reported that he and Dr. Carter have met with a number of groups. Dr. Gray-Vickrey stated that the NCAA requires minutes for all meetings and asked Mr. Kavanagh to provide minutes for our files.

V. Chief Report Writer Report

Dr. Gray-Vickrey asked Dr. Duff to give the Chief Report Writer Report. Dr. Duff stated that she would have comments at the time of the review of the draft.

VI. Subcommittee Reports

Dr. Gray-Vickrey called on each of the subcommittee chairs to give an update to the Steering Committee.

- Susan Byars – Academic Integrity Subcommittee

Ms. Byars stated that the report was coming along and the subcommittee was currently working on Section 2.1.

The next meeting of the subcommittee is scheduled for January 29, 2010.

- Jorge Lopez-Gender/Diversity and Student Athlete Well Being Subcommittee

Mr. Lopez stated that the December 8th meeting had been cancelled but that the writing was progressing well. He stated that he has been working with Dr. Vines on data, charts, and comparisons. He cautioned the other committee members to be careful when extracting data for accuracy. The data needs to be consistent in all three (3) sections.

- Dr. Donna Price Henry–Governance and Commitment to Rules Compliance Subcommittee

Dr. Henry stated that attendance at the December 2nd meeting was good with only two subcommittee members absent. All documentation was reviewed and then a completed draft was forwarded to committee members.

Dr. Gray-Vickrey stated that it was critical that all members of the subcommittees attend all meetings. President Bradshaw stated that he would add this item to the agenda of the next Cabinet meeting. He will instruct the Cabinet to reinforce the importance of this project to staff.

Dr. Duff stated the subcommittees should provide back-up information when providing drafts. She also stated that reading the question is critical.

Dr. Gray-Vickrey stated that the cut-off date for using present tense is February 28th and that after February 28th an action plan must be written.

Mr. Kavanagh reported that Athletic committees will meet twice before April 2010.

The Committee reviewed the Governance and Commitment to Rules Compliance 1.1 Institutional Control, Presidential Authority and Shared Responsibilities draft. Suggested changes were given to Dr. Henry. Dr. Henry will meet with her subcommittee to update the document and submit a second draft.

The Committee also began the review of the Governance and Commitment to Rules Compliance 1.2 Rules Compliance draft. The Committee did not complete the review. President Bradshaw suggested that Dr. Henry work with Ms. Sorem on reviewing the remainder of the document and then submit a second draft to the Committee before the next meeting.
VII. Old Business: None

VII. New Business: None

VIII. Meeting Adjourned at 2:55PM.