NCAA DIVISION I ATHLETIC CERTIFICATION STEERING COMMITTEE MEETING

APRIL 2, 2010

ACADEMIC BUILDING 5 – ROOM #309

Present:

Dr. Peg Gray-Vickrey, Chairperson
Dr. Donna Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
Ms. Kathy Peterson, Senior Woman Administrator/Athletics Certification Liaison
Ms. Ms. Byars, Academic Integrity Subcommittee Chair
Dr. Donna Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
Mr. Jorge Lopez, Gender/Diversity and Student Athlete Well Being Subcommittee Chair
Dr. Cecil Carter, Faculty Athletic Representative
Dr. Cathy Duff, Chief Report Writer
Ms. Marianne Rosenhauer, Assistant to the Chief Report Writer
Ms. Lisa Banks, Staff Advisory Council President
Ms. Colleen Sorem, Athletics Administration Director
Ms. Jessica Rouse, Director of Compliance
Ms. Veronica Forsyth, Administrative Staff for Steering Committee

Absent:

Dr. Wilson G. Bradshaw, President
Mr. Steve Magiera, Vice President for University Advancement
Mr. Kenneth Kavanagh, Director of Athletics
Dr. Chuck Lindsey, Faculty Senate President
Ms. Linda Bacheler, Assistant Vice President Administrative Systems and Controller
Mr. Bruce Banko, II, FGCU Athletics Booster
Ms. Taylor Cooke, Student Athlete
Mr. AJ Jani, Student Athlete (class conflict spring 2010)
Ms. Markell Jonaitis, Student
Mr. Adam Glick, Student Athlete (replacing Mr. Jani)

Meeting convened at 8:15AM

I. Welcome and Gathering

Dr. Gray-Vickrey welcomed the Committee and suggested that we should begin.

II. Athletic Director Report – Mr. Kenneth Kavanagh.

Mr. Kavanagh was not in attendance. There was no report given by Athletics.

III. Chief Report Writer Report – Dr. Cathy Duff and Ms. Marianne Rosenhauer

Dr. Duff stated that she had no comments at this time. Mr. Rosenhauer reported that the security issues with the NCAA had been resolved.
IV. 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 there was nothing major to report and she believed that the report was in good shape. Mr. Sturek from the Atlantic Sun Conference has reviewed the document. Ms. Sorem is checking on the changes to 1.2. The subcommittee will meet on Monday to finalize documents.

Dr. Duff stated the Top 10 lists should be reviewed at some point.

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

Mr. Lopez stated Mr. Sturek has also reviewed the document. The subcommittee will meet on Monday, April 4th, to review changes to the document and will forward the updated document to Dr. Gray-Vickrey next week.

Dr. Gray-Vickrey stated that the Plans for Improvement should be forwarded as separate documents.

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

Dr. Henry stated that Mr. Sturek is scheduled to review the document.

Mr. Lopez thanked all of the subcommittees' members for the many hours that they have put in and also the Department of Athletics’ staff who have been a tremendous help with the writing of all of the documents. Ms. Sorem also expressed her thanks to everyone who has been involved in the process.

V. Old Business

- Question 7 3.1

Mr. Lopez distributed copies of 3.1 #7 to Committee members. The following changes were made:
  - Second paragraph third sentence, add “women’s” to swimming & diving
  - Seventh paragraph first sentence, first word should be “Game”
  - Eight paragraph, percentages will be confirmed by Ms. Sorem

The Committee agreed that further review of 3.1 was not necessary. Dr. Gray-Vickrey stated that she would forward the document to the proofreader. She will review the document again and it will then be posted on the web.
VI. New Business

a. Review of Introduction Section

- Athletics Information

- Question 5

The first paragraph information regarding the first athletic director should be confirmed with Susan Evans. It was agreed that all athletic directors should be listed in this section and that a timeline should be added after the last paragraph. The last sentence in this paragraph will need to be changed.

“Women’s” should be added to “2008-09 Volleyball wins the Atlantic Sun regular season”.

- Previous Certification Self-Study

- Question 4

A timeline should be added to this section.

- Question 5

The first line in significant changes, 1997 – FGCU… should be changed to read “The campus had five buildings.” The fourth line, 1998 – FGCU’s first phase… should be deleted. The sixth line, should read “1999 – FGCU receives SACS accreditation.”

- Certification Self-Study Information

- Question 3

The last paragraph should be labeled “b)”. The last sentence which continues on page 6 should read “The Staff Advisory Council…as well as the president of the Faculty Senate and the president of the Staff Advisory Council (SAC) on the steering committee.”

- Question 4

Dr. Gray-Vickrey stated that the answer to this question had been submitted to Ms. Teetzel approximately 5 months ago. She will add the information to this section.

- FGCU Department of Athletics Goals for 2009-10

The date and individual who approved the goals will be added to this section.

Dr. Gray-Vickrey stated that the introduction will be forwarded to the proofreader. She will review the document again and it will then be posted on the web.
b. Review of Gender/Diversity and Student Athlete Well Being 3.2

- Question 4

The first paragraph fifth sentence should read “The Committee consists of five full-time….” The sixth sentence should read “The IAC’s responsibilities include monitoring the university’s…”

- Question 5

The second sentence should read “In addition, communication occurs as needed…” The first sentence in the second paragraph should read “In addition, students are able…”

- Question 6

6a. The second sentence should read “One African-American…serves as Assistant…”

6b. Rewrite to include how many total staff members.

- Question 9

9(1)a. The first sentence on page 9 should read “Documentation reviewed….student-athlete handbook,…”

9(1)b. The second paragraph should read “The University’s mission…emphasized the importance….”

   - Athletics Department Mission Statement

The first paragraph on page 11 should have “students” changed to “student-athletes”

9(1)d. Note that the Athletic Mission Statement is part of the Plan for Improvement.

9(2)b. The second paragraph should have “students” changed to “student-athletes”.

9(2)c. The Ice Miller Report should be used as a data source in this section. The Florida Educational Equity Act Report addresses gender but not ethnicity.

9(3)a. Add the FGCU Affirmative Action Plan in this section. Also the last sentence should read “In addition, other documents….student-athlete handbook, policies…”

9(3)b. The sixth paragraph should read “Furthermore, the following…are included in new degree…”

   - Undergraduate Level

Unbold the above title. The statement should be in quotes – “To ensure…graduation of all students.”
- Graduate Level and above

Unbold the above title. The statement should be in quotes – “To ensure…graduation of all students.”

The list of advertising venues should have the following changes.
  - Orlando Sentinel (spelling)
  - Sun Sentinel (spelling)

“Specialized Journals, Publications…” should be moved up to be included with the advertising venues list.

9(4). Search and Screen Guidelines should be capitalized.

9(4)b.

- Section II – Equal Opportunity and Diversity includes the following:

Clarify that the statement “Equal opportunity…” is included in the Search and Screen Guidelines.

- Section VIII (A) and (B) – Certification of Applicant and Interview Pools includes the following:

In “B” the last sentence should read “However, no external firms…including the hiring of the director or athletics.”

9(5)a. The third paragraph should read “The University’s Enrollment….Council is engaged…”

9(5)b. The third sentence should read “The Director of Athletics…and makes recommendations for promotions… The next sentence should read “Such recommendations…to ensure adherence to the University Search and Screen Guidelines.”

The fifth paragraph on page 23 second sentence should read “Currently, there are…the inception of their respective program.”

The first paragraph on page 24 last sentence should read “The programs are open…”

9(6)c. The second paragraph second sentence should read “the Eagle Math and Reading Programs were coordinated with elementary schools in Lee and Collier.” Remove the names of the individual schools.

9(7)b. Remove highlight.

9(8)b. Dr. Duff will provide verbage the Ombuds section. The second to last paragraph the fifth sentence should read “The office of Student…awards for registered…”

9(9)b. Rewrite the first paragraph to include additional information on the FAR and committees. Ms. Peterson will verify the information.
The second paragraph last sentence should read “FGCU’s Athletics…and the A-Sun Sports Policy Committee.”

- Question 10 - 3.2 Plan for Improvement

#1
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
No change.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

#2
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
No change.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

#3
Issues
No change.
Measureable Goals
Delete the second goal.
Steps to Achieve Goals
Clarify that there are two (2) separate steps to achieve the goal.
Individuals/Officers Responsible for Implementation
Individual should be listed twice.
Specific Timetable for Completing the Work
Timetable should be changed to “Fall 2010 and annually thereafter.” The timetable should be listed twice.

#4
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
The second step should be deleted.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

#5
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are three (3) separate steps to achieve the goal.
Individuals/Officers Responsible for Implementation
The first section should include the Director of Athletics and the Sports Coordinators. The second section should include the Director Athletics, Associate Athletic Director/SWA, and the Assistant Athletic Director of Business. The third section should include the Associate Athletic Director/SWA and the Life Skills Coordinator.
Specific Timetable for Completing the Work
Timetable should be listed three times.

#6
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
The first step should read “Enhance collaboration between athletes, Student Affairs, the Office of Student Involvement and the Office of Community Outreach to deliver diversity programming.” The second step should be deleted.
Individuals/Officers Responsible for Implementation
The list should also include Student Affairs and the Life Skills Coordinator. Athletic Ethnic & Diversity Committee should be deleted.
Specific Timetable for Completing the Work
Timetable should be listed twice.

#7
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are three (3) separate steps to achieve the goals. The second goal should read “Submit request…”
Individuals/Officers Responsible for Implementation
Individuals should be listed three times. The second list should not include the Office of Institutional Equity & Compliance and the third list should include Sports Coordinators...
Specific Timetable for Completing the Work
The first timetable should be “Fall 2010 and ongoing.” The second timetable should be “Fall 2015” and the third “Fall 2010 and ongoing.”
#8
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Delete the second goal.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

Dr. Duff asked Ms. Peterson to ask Mr. Sturek to review the Plan. She also asked for confirmation that the Student-Athlete Exit interview is consistent with 3.3.

#9
Issues
No change.
Measureable Goals
Rewrite to read “Continue to provide participation opportunities in…”
Steps to Achieve Goals
No change.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

#10
Issues
No change.
Measureable Goals
Rewrite to read “Monitor annually the nine aforementioned areas for consistency…”
Steps to Achieve Goals
Rewrite to read “Annual presentation by the Athletic Ethnic & Diversity Committee and review…”
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

Dr. Gray-Vickrey requested that the Plan for Improvement with the recommended changes be submitted to Athletics for final approval. The process will then be that the Plan is forwarded to Dr. Gray-Vickrey, the proofreader, President Bradshaw for approval, and then posted on the web for community input.

- **Question 12**

The first sentence should read “The FGCU Gender/Diversity….subcommittee and the IAC held several meetings in 2009-2010 in order to review and…”
VII. Meeting Schedule

Dr. Gray-Vickrey stated that additional meetings will need to be scheduled once feedback is received from the NCAA. She also stated that meetings in September before the Peer Review Team visit will also need to be scheduled. These meetings will help the University prepare for the visit.

VIII. Meeting adjourned at 10:20AM.