Present:

Dr. Peg Gray-Vickrey, Chairperson
Mr. Kenneth Kavanagh, Director of Athletics
Mr. Steve Magiera, Vice President for University Advancement
Ms. Linda Bacheler, Assistant Vice President Administrative Systems and Controller
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 Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
Dr. Cecil Carter, Faculty Athletic Representative
Dr. Cathy Duff, Chief Report Writer
Dr. Chuck Lindsey, Faculty Senate President
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
Mr. Bruce Banko, II, FGCU Athletics Booster
Ms. Taylor Cooke, Student Athlete
Mr. Adam Glick, Student Athlete (replacing Mr. Jani)
Ms. Veronica Forsyth, Administrative Staff for Steering Committee

Absent:

Dr. Wilson G. Bradshaw, President
Mr. AJ Jani, Student Athlete (class conflict spring 2010)
Ms. Markell Jonaitis, Student

Meeting Convened at 2:10PM

I. Welcome and Gathering

Dr. Gray-Vickrey welcomed the Committee members.

II. Athletic Director Report – Mr. Kenneth Kavanagh

Dr. Gray-Vickrey asked Mr. Kavanagh to give the Athletic Director Report. Mr. Kavanagh stated that the standing committees of the Intercollegiate Athletic Committee - the Athletic Ethnic and Diversity Committee and the Gender Equity and Title IX Committee - had been formed and that they are very important to Athletics. He stated that there is still a lot to do but they are making good progress.
III. Chief Report Writer Report

Dr. Duff stated that there were no comments at this time.

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 the subcommittee was meeting regularly, were finishing 2.1, and were starting on 2.2.

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

Mr. Lopez stated that it was coming together. He stated that the Intercollegiate Athletics Committee (IAC) and the Ethnic Equity and Title IX Committee are reviewing items in 3.3. The IAC members will meet this Friday for the final review of 3.3 and then forward it to the subcommittee for review. The IAC is also reviewing the Plan for Improvement. Mr. Lopez asked Dr. Gray-Vickrey to disregard the documents that were previously forwarded to her. He will forward new documents that also include the Plan for Improvement. Dr. Gray-Vickrey stated that 3.1 will be included in the March 10th agenda and that she will forward the documents to Committee members as soon as she received them from Mr. Lopez.

Mr. Kavanagh stated that we should err on the side of overlapping information. He also stated that he was providing templates to different committees so that they can verify the information.

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

Dr. Henry stated that the sections were coming together and that questions in 1.1 and 1.2 will be reviewed today in both Old Business and New Business.

V. Old Business:

   a. 1.1 Rules Compliance question follow up status report - Question 5

- Question 5 (page 2)

Dr. Gray-Vickrey reported that she had spoken with Ms. Teetzel requesting clarification of question #5. Ms. Teetzel stated that the NCAA does not define major decisions. She stated that she has seen addition of sports, association and reclassification listed in previous certification processes and would only recommend adding renovations and new facilities to the list that we provided.

Dr. Gray-Vickrey stated that she would be meeting with Dr. Bradshaw on Friday, February 26th, and that until she met with him, she suggests removing litigation from the list.

Question #5 will be added to the agenda for the next meeting.
b. 1.2 Rules Compliance question follow up status report - Questions 4, 5, 11, 14, and 15

- Question 4 (page 2)

Human Resources requested that the verbage be reviewed by the General Counsel. Ms. Peterson reported she is waiting to hear from Human Resources.

Section 4b. Job descriptions

The second sentence should read “…in accordance with the NCAA, the Coastal Collegiate Swimming Association (CCSA) and conference rules.”

Section 4c. Performance evaluations

Dr. Gray-Vickrey stated that she would be meeting with Dr. Isaacs, UFF President, this week regarding the CBA. Dr. Isaacs has many questions that she would like answered. Dr. Gray-Vickrey stated this will need to be worked on after the submission date. There will also need to be a Plan for Improvement process included. The components of the improvement will include training of advisors, competency level, accountability, oversight and others.

- Question 5 (Pages 2 and 3)

Sections 5a, 5b, and 5c have not been completed. The subcommittee is waiting for information.

- Question 6 (page 3)

Certification of Academic Standing should read: Meredith McClean, Associate Director of Admissions Operations; Jessica Rouse, Director of Compliance: Susan Byars, Interim University Registrar.

Evaluation of Academic Performance should read: Susan Byars, Interim University Registrar.

- Question 8 (page 4)

Section 8a. Faculty athletics representative

Remove the last word (to) in the first paragraph. In the second paragraph change CEO to University president.

Dr. Carter was asked to revise his job description as the Faculty Athletics Representative to include his positions on all committees relating to Athletics.

Section 8b. Director of athletics

Mr. Kavanagh requested that we use “Ken” rather than “Kenneth” when referring to him.

In the third paragraph, the fourth sentence should read: Direct oversight of the assistant athletic direction and the head athletic trainer who are responsible…
Section 8c. Compliance officer/director

The first sentence should read: Jessica Rouse, Director of Compliance, reports to… The second sentence should read: The Director of Compliance is responsible for… The third sentence should read: Coordinates initial…with the Associate Director of Admissions Operations…

Section 8d. Coaches

The first sentence should read: Reports to assigned sport coordinator/head coach…

The second paragraph list should have the following changes:
- 4th name should be Matt Kuk
- 5th line should read: Currently vacant, Volunteer Men’s Soccer…
- 6th line should read: Currently vacant, Director of Men’s Soccer Operations…
- 7th line should be Mike Hensley
- 10th line should read: Currently vacant, Asst. /Volunteer Women’s Soccer…

The second list on page 7 should have the following change:
- 9th line should read: Dave Tollett…reports to Butch Perchan.

Ms. Sorem is confirming the accuracy of all of the information in Section 8d.

Section 8e. Other key individuals who are responsible for documenting and monitoring compliance with NCAA rules…

The first paragraph should read The Association Director of Admissions Operations wherever Association of Director of Admissions appears.

In the third paragraph, the second sentence should read: All violations are investigated…

- Question 11 (page 10)

Dr. Carter is working on updating the email that will go out to all faculty.

- Question 14 (page 14)

The subcommittee is working on this and will be included for consideration at their next meeting.

- Question 15 (page 14)

The subcommittee is working on this and will be included for consideration at their next meeting.

  c. 3.3 Student-Athlete Well-Being question follow up status report - Questions 4, 9

- Question 4 (page 49)

Mr. Lopez reported that the Student Exit Interview document has been finalized.
• Question 9 (page 50)

Mr. Lopez stated that he was waiting for a report from the Intercollegiate Athletics Committee (IAC). The report will then be reviewed by the committee.

VI. New Business:

a. Review of Governance and Commitment to Rules 1.1

• Question 5 (page 2)

Dr. Gray-Vickrey stated that the answer to this question was very difficult to organize. She suggested that when writing the report subheadings should be used under each section to make reading easier.

b. Review of Governance and Commitment to Rules 1.2

Question 9 [a, b, and c] (page 10)

The committee approved the answers to this question. The committee will continue review of this section beginning with question #10 on page 9 of 23 at the next meeting.

VII. Meeting Schedule

a. March 10, 2010  2:00PM-4:00PM  AB5-309
b. March 17, 2010  2:00PM-4:00PM  Lutgert Hall - 1205
c. March 19, 2010  8:00AM-5:00PM  Grandezza (retreat)
d. March 24, 2010  2:00PM-4:00PM  AB5-309
e. March 31, 2010  2:00PM-4:00PM  AB5-309
f. March 26, 2010  8:00AM-Noon  AB5-309 (half day retreat))
g. April 2, 2010  8:00AM-Noon  AB5-309 (half day retreat/if needed)

Dr. Gray-Vickrey stated that next week was spring break and there is no meeting scheduled. The next Steering Committee meeting is scheduled for Wednesday, March 10th, in AB5-#309 from 2:00PM to 4:00PM. Dr. Gray-Vickrey stated that the agendas for the meetings are tentative as shown below:

- March 10th  AB5-#309  2:00PM-4:00PM
  - complete review of Governance and Commitment to Rules Compliance (Institutional Control, Presidential Authority and Shared Responsibilities) 1.2, #10 on
  - begin review of Gender/Diversity Issues and Student-Athlete Well-Being (Gender Issues) 3.1

- March 17th  Lutgert Hall-#1205  2:00PM-4:00PM
  - continue review of Gender Issues 3.1
  - complete review of Student-Athlete Well-Being 3.3

- March 19th  Grandezza  8:00AM-5:00PM
  - Marc Laviolette has been invited to attend the retreat regarding admission issues.
begin review of Academic Integrity (Academic Support) 2.2 as time allows

- March 24th AB5-#309 2:00PM-4:00PM
  complete sections not covered at retreat

- March 26th AB5-#309 8:00AM-Noon
  complete sections not covered at retreat

- March 31st AB5-#309 2:00PM-4:00PM
  complete report and give to Report Writers

- April 2, 2010 AB5-#309 8:00AM-Noon
  This is a tentative meeting.

VIII. Meeting adjourned at 4:00PM.