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
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
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. Jorge Lopez, Gender/Diversity and Student Athlete Well Being Subcommittee Chair
Mr. Bruce Banko, II, FGCU Athletics Booster
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 we are making good strides with the standing committees - the Athletic Ethnic and Diversity Committee and the Gender Equity and Title IX Committee – and the Intercollegiate Athletics Committee under the leadership of Dr. Carter. The two standing committees are each working under a specific charge not under the IAC charge. Mr. Kavanagh stated that when a committee becomes aware of an issue that is not part of their charge they should forward that issue to the
appropriate committee. He reported that the Academic Integrity subcommittee and academic advising will now be under Student Affairs rather than Academic Affairs.

III. Chief Report Writer Report

Dr. Duff stated that she and Ms. Rosenhauer will be speaking with Danielle Teetzel on Friday, March 12th, regarding the Athletics Certification System. She had 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 has met twice and that 2.1 is ready for the third review and 2.2 for the first. There is one item that the subcommittee has been struggling with but they will continue to work on it. Ms. Byars asked whether the committee would like to review 2.1 or 2.2 first.

Dr. Gray-Vickrey stated that she would like to continue to work on the sections that have already been reviewed rather than to start a new section. She would like to have something to be proof read and then forwarded to Dr. Duff and Ms. Rosenhauer for input into the instrument. This will give the committee a sense of satisfaction. Dr. Gray-Vickrey asked the committee if they had a preference to the order of the review. Ms. Peterson suggested that the committee begin with 2.2 at the March 17th meeting and then continue with 3.1 and finally 3.2.

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

Mr. Lopez is not in attendance. Ms. Peterson gave the subcommittee report in his absence. She reported that the subcommittee met last week and that 3.1 is complete and the subcommittee will begin review of 3.2 on Monday, March 15th.

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

Dr. Henry stated that the editing for 1.1 is for the most part complete and that it will be part of the agenda for the March 19th retreat.

V. Old Business:

a. Operating Principle 1.1 – Institutional Control, Presidential Authority and Shared Responsibilities question follow-up status report - Questions 5 and 7

There is no new information. Dr. Gray-Vickrey will follow up with President Bradshaw on process of adding information to the report.

Questions 5 and 7 will be on the agenda for the March 17th meeting.
b. Operating Principle 1.2 – Rules Compliance question follow-up status report - Questions 4, 5, 8, 11, and 14

- Question 4 (page 14)

Ms. Rouse reported that the letters were placed in the employee files this past week as addendums to the letters of employment. The letters were signed by Mr. Kavanagh. Mr. Kavanagh’s performance evaluation will be signed by President Bradshaw.

- Question 5 (page 14)

Dr. Rogers is composing a paragraph that explains that FGCU is under CBA and will also explain the collective bargaining process. Human Resources is working on the letter of appointment.

Dr. Henry stated that she was waiting for job descriptions.

- Question 8 (page 15)

Dr. Carter is working on an update of the position description for the Faculty Athletics Representative to reflect the full responsibilities of the position.

- Question 11 (page16)

This question is part of New Business.

- Question 14 (page 17)

This question is part of New Business.

c. Operating Principle 3.3 – Student-Athlete Well-Being question follow-up status report- Question 9

Ms. Peterson stated that they were waiting for additional data but she will check to see if the information has been received and the section completed.

Questions 4, 5, and 8 will be on the agenda for the March 17th meeting.

VI. New Business:

a. Review of Governance and Commitment to Rules 1.2 – Start at Question 10 (#14 attached to email.)

- Question 10 (pages 9 and 10)

On page 10 first paragraph change the second sentence to read “This information is made known to all athletic staff...”
• **Question 11 (pages 10 through 13)**

In 11a it is important that we demonstrate that we send a hard copy to those boosters without email.

In 11b the first sentence should read “At the beginning of each year…to attend a meeting on…” It was stated that an additional seminar had been added this year. The seminar is entitled Sex and Health Education. It was originally set up for women only. The committee recommended that there should be a seminar for men also.

In 11c the second paragraph should be rewritten to include who speaks for each area of the department. It was also recommended that the last paragraph of 11c be added to 11d.

In 11e the first paragraph should include the FAR fall workshop information. The first sentence of the second paragraph should be deleted and the second sentence should read “All faculty are sent an e-mail by the FAR at the beginning…” A statement should be added that the FAR meets with the Faculty Senate once a semester regarding rules education and other topics.

The committee reviewed the letter to faculty which was written by Dr. Carter. The following changes were suggested:

- Rewrite the third and fourth sentences of the second paragraph to include that this is applicable to family and close friends of student-athletes. Note that if this is a pre-existing relationship it does not apply.
- Move the links to the body of the letter.

The committee approved sending the letter with the above changes.

• **Question 12 (page 13)**

In 12b the second paragraph first sentence should read “Ice Miller is an Indianapolis law firm…” The second sentence should read “Ice Miller selected the areas… and former Interim Athletic Director Jo-Ann Nester…”

• **Question 13 (page 14)**

There is no data available for the APP.

• **Question 15 (pages 15 through 27)**

The answers need to be rewritten. The instrument does not allow answers to be broken into sections. There is one long text field in the instrument.

The NCAA Eligibility Committee is in the process of being formed. This process should be completed shortly.

In Playing and Practice Seasons #1 the information is incorrect. The section will be rewritten.

In Amateurism #3a the exact name of the policy needs to be shown.
The committee discussed how Plans for Improvement would be written. Mr. Kavanagh stated that the subcommittee should provide athletics with the points that they would like in the plan and Athletics writes the plan to incorporate those points.

b. Review of Gender/Diversity and Student Athlete Well-Being 3.1

- Question 4 (page 2)

The first paragraph should be rewritten to lead with our strengths.

The third paragraph should read “there are three standing committees…” The first paragraph on page 3 should include a statement as to how the senior woman administrator fits in the FGCU organization.

- Question 5 (page 3)

In the first paragraph second line change the word continually to annually. Also state who does the monitoring and evaluating.

In the second paragraph the first sentence should read “The Gender Equity standing committee…in charge of annually reviewing…”

The third paragraph should be written to include what action is taken. The first sentence should read “Furthermore, FGCU’s athletics department currently receives annual…”

- Question 6 (page 3)

The first sentence should read "The data from… reviewed and analyzed by the Gender/Diversity and Student-Athlete Well-Being subcommittee with respect to…”

In the second paragraph on page 4 delete the words male and female as they confuse the statement.

- Question 7 (page)

Danielle Teetzel told the subcommittee last week that FGCU will need to answer this question. The meaning of the term deficiencies was reviewed. It was stated that this includes both total men for all sports and total women for all sports.

- Question 8 (pages 4 through 47)

In 8(1)b Mr. Magiera stated that the percentages needed to be consistent. The last sentence should read “According to Christine Grant’s….are substantially…”

In 8(1)d change the word regularly in the first sentence to annually.

In 8(2)c the committee asked for clarification with Danielle Teetzel of the term underrepresented as it relates to FGCU.
In 8(2)d the first sentence should read “The ratio of student-athletes…year by the Director of Athletics, the Assistant…”

In 8(3)b the second paragraph should include dollar amounts for the men’s teams to compare with the dollar amounts that are shown for the women’s.

In 8(4)b the last paragraph on page 9 should include a statement regarding budget limits.

In 8(5)b the second paragraph should include a statement about equity. The last paragraph on page 11 needs to be rewritten to clarify the difference in dollar amounts between what is given to the student-athlete and what is allowed by the state.

In 8(6)a the first paragraph should include information about the February 15, 2010 report. The third paragraph on page 13 should be rewritten to include the specific language used by the Writing Center on their site. The second sentence of this paragraph should be deleted. The fourth paragraph should have the term tri-weekly changed to every third week.

In the first paragraph on page 14 the third sentence should read “Tutors are also…by appointment through email or in person.”

In the last paragraph of this section on page 15 it should be noted that tutors also have an option to earn community service hours rather than be paid.

The committee ended review of this section on 8(6)c. The committee will begin review with 8(7) Coaches on page 15 at the March 17th meeting.

VII. Meeting Schedule

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

VIII. Meeting adjourned at 4:05PM.