PRESENT:

Dr. Wilson G. Bradshaw, President
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. 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
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. Veronica Forsyth, Administrative Staff for Steering Committee

ABSENT:

Dr. Donna Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
Mr. Bruce Banko, II, FGCU Athletics Booster
Ms. Taylor Cooke, Student Athlete
Mr. Adam Glick, Student Athlete (replacing Mr. Jani)
Mr. AJ Jani, Student Athlete (class conflict spring 2010)
Ms. Markell Jonaitis, Student

I. 8:00AM Continental Breakfast

8:35AM Meeting convened.

II. Welcome and Gathering

Dr. Gray-Vickrey welcomed the Committee. She reported that Dr. Bradshaw would attend later in the session. She stated that this is an intensive time and that there were two weeks until the sections would need to be proofed and then forwarded to Dr. Duff and Ms. Rosenhauer for input into the Athletics Certification System.

III. New Business

Dr. Gray-Vickrey asked that all spreadsheets be sent by the subcommittee chairs to Dr. Duff and Ms. Rosenhauer for addition to the instrument. The introductory page has been sent to Ms. Evans from Ms. Petersen for review.
a. Review of Gender/Diversity and Student Athlete Well Being 3.1 –Start at 8(12) on pp. 28

- 8(12)b. The last sentence in this section should include a statement that the coaches’ offices are similar in size with similar equipment.

- 8(13)c. This statement should include that the equitable treatment is in accordance with NCAA standards and regulations.

- 8(14).

Mr. Kavanagh stated that retention is demonstrated by the tenure of the coaches. Data is provided in 8(7)b on page 16 and 17.

- 8(14)a. This section should include a statement regarding salary comparisons from the EADA report.

- 8(14)b. The last paragraph in this section should include a statement that the student-athletes are provided a quality experience, given academic support, and given an opportunity for feedback daily and through annual student-athlete evaluations.

- 8(15)b. The last paragraph last sentence should read “Positive feedback was received from workshop evaluations”. This paragraph should also include a statement that the assessments from the workshop were reviewed and there were no recommendations.

- 8(16)b. This paragraph should include a statement that there is no monetary allocation but that time is a resource that is allocated. This paragraph should also state that there is student-athlete representation on the Gender/Equity and Title IX Committee. A list of student organizations and events should also be included.

- 9. Plan for Improvement

This is a required Plan for Improvement. The starting academic year should be 2010-2011 and the ending academic year should be 2015-2016.

- In 9(2) Measureable Goals the word equal should be changed to equitable and the Director of Student Financial Services and the Director of Compliance should be added to Individuals/Officers Responsible for Implementation. The dates in the Specific Timetable for Completing the Work should be changed to 2015-2016.

- In 9(5) Steps to Achieve Goals the 2nd sentence should read “Continue to provide budget allocations that are equitable for travel.”

- In 9(6) Steps to Achieve Goals the last sentence should be deleted.

- In 9(7) Individuals/Officers Responsible for Implementation should include the Softball Head Coach and the Women’s Golf Head Coach.

- In 9(8) it should state that the press box will be completed in 2013. This is a necessity since baseball has a press box. This is a gender issue. Funds will need to be raised as
the NCAA does not include funding as an issue for not accomplishing a part of the Plan for Improvement.

- 9(9) will need to be reworded to include a statement regarding an additional athletic trainer for swimming.

- In 9(15) delete the first sentence in Steps to Achieve Goals. Specific Timetable for Completing the Work should be rewritten. It should read “Fall 2010 and ongoing thereafter.”

- In 9(16) the first sentence in Steps to Achieve Goals should read “Continue to monitor…toward their student-athletes.”

- Ms. Peterson would like to speak with Daniel Teetzel regarding 9(18) on Thursday, March 25th, during the Monthly Conference Call.

It was stated that the information that is placed in all Plans for Improvement should be reviewed by Mr. Kavanagh to assure accuracy and compliance with Athletics. Mr. Kavanagh will have approval of all Plans for Improvement before they are sent to President Bradshaw.

It was agreed that both 3.1 and 3.2 need to be reviewed and improved before the April 30th date. Mr. Lopez reported that the next meeting of the Gender/Equity and Title IX Standing Committee is on Monday, March 23rd. Dr. Haytko is the chair of this committee. The information will be forwarded from the standing committee to Dr. Carter, Chair of the Intercollegiate Athletics Committee (IAC), for review by the full IAC and then to President Bradshaw.

Dr. Gray-Vickrey discussed the process for adding information to the web site.

- Plans for Improvement
  - new page will be created
  - reviewed by Mr. Kavanagh
  - forwarded to Dr. Gray-Vickrey
  - forwarded to be proofed
  - returned to Dr. Gray-Vickrey for final review
  - forwarded for posting to web site
  - forwarded for inclusion in the instrument
  - posted individually

- NCAA Certification Process Report
  - 7 sections
  - Steering Committee reviews and approves each section
  - final forwarded to Dr. Gray-Vickrey
  - forwarded to be proofed
  - returned to Dr. Gray-Vickrey for final review
  - forwarded for posting to web site
  - All Staff sent notifying of posting
  - 5 days given for feedback
  - feedback to chair of subcommittee
  - forwarded for inclusion in the instrument
b. Review of Academic Integrity 2.2

- 4. The Athletic Academic Coordinator reports to Student Affairs. Previously reported to Academic Affairs. The second paragraph should include more details, i.e. provides tutors, etc. This section should be rewritten to clarify who reports to who in the colleges and description of the services provided by each department. URLs should be provided for each department. Additional information should be provided regarding advising.

- 5. In the list of where information was collected from delete the work draft after October 27, 2009. In the list of individuals change Athletic Council Representative to Intercollegiate Athletics Committee. A copy of the report should be attached to this document. It needs to be noted what date the report was forwarded to President. The process was that the report went from the Director of Athletics (Mr. Kavanagh) to the Faculty Athletics Represent (Dr. Carter) to the President (Dr. Bradshaw).

- 6(1). The first sentence should read “The Department of Athletics employs…” The fourth sentence should read “The Athletic Academic….fall 2010.” It should be noted that the transition to full-time was recommended in the Ice Miller Report and also by SASARTF.

- 6(2). This section should include more detail – include pay qualifications.

- 6(2)a. This section should state that there are three mechanisms for student-athletes to use for tutoring and support services:
  - Center for Academic Achievement
  - Writing Center
  - Athletics Department

- 6(2)b. Note in this section that the Center for Academic Achievement is open to all FGCU students and that the services provided by the Athletics Department are open only to student-athletes.

- 6(2)c. Include a statement that the information is provided in the Student-Athlete Handbook and also on the web site. Include a list of the sites where the information is found.

The above sections need to be rewritten to include more detail. Some information can be found in 3.1 pages 14 and 15. Details regarding pupil loads need to be added.

- 6(3)a. Include a statement that a progress report is generated at the end of each semester for each student-athlete. This information is provided to the FAR and the Director of Compliance. Note also that it is the Athletic Advisor who works with coaches to determine the level of support needed by each student-athlete.

The last paragraph should read “Student-athletes who are designated at-risk students are provided…support. The students are held accountable for individual academic…progress reports. In addition these student-athletes…” This procedure is followed at in-take and also on a continuing basis for student-athletes not performing academically – any student-athlete below a 2.5GPA.

- 6(3)c. Site specific policies.
6(4)a. The second sentence should read “The Office of Adaptive Services...for all student-athletes.” The last sentence should read “Student Affairs Office of Counseling...” The statement should include what testing is provided and also whether there is a fee for the testing.

6(4)b. Site specific policies/guidelines/procedures and where the information can be found.

6(4)c. The sentence should read “student-athletes and staff...on-campus efforts, campus-wide...” List URL.

6(5)a. The first sentence should read “Student-athletes who are at risk receive support...” The statement should include which workshops are available through the Center for Academic Achievement.

6(5)b. List the guidelines and where they are available.

6(6)a. Delete the word “new” in the first sentence. Expand on the statement regarding wireless services to include the locations of these services. The second paragraph should be rewritten.

6(6)b. Statement should include that spaces are reserved through the R25 System. Include guidelines for reserving spaces.

6(6)c. Include a statement that information is provided to student-athletes through orientation, Eagle News, campus signage, and word of mouth.

6(8). This statement should be rewritten to include more detail, i.e., policies/guidelines for declaring a major. The Career Development services “hosts” or “sponsors” a career fair.

6(9)a. The first sentence should read “Florida Gulf...types of placement testing”. The second and third sentences should be in reverse order and should read “The first, math placement...” and “The second, testing for learning...”

6(9)b. Include the guidelines and their location.

6(9)c. Include the URL.

6(10)a. The statement should include the guidelines for at-risk student-athletes and that they are required to attend specific workshops. The last sentence should read “One-on-one writing consultation for writing...” The subcommittee should use the wording on the Writing Center site.

6(11)a. The statement should include space in the Outdoor Sports Complex (OSC). The last two sentences in the first paragraph should read “In addition, individual coaches may establish...teams. The Athletic Academic Coordinator schedules all...times.” The statement should include who monitors and also the process used. The last paragraph should state that it is available to all student-athletes.
6(12)c. More detail needed. Include URL.

6(13)a. Delete the last sentence. Check with CarolAnn Popovich regarding Eagle Wings Mentorship through the Center for Academic Achievement.

6(13)b. Check with CarolAnn Popovich.

6(13)c. Check with CarolAnn Popovich.

6(14)a. Include a statement that funding is not accurate and that the funds are awarded on merit.

6(14)b. Include in the statement that the application packet is included in the document. Also that the NCAA has a similar program but that FGCU is not eligible at this time.

6(14)c. Include in the statement that application are taken twice a year ad that an email is sent one month before applications are due.

8. The second paragraph on page 12 should read “The members of the task… Bradshaw. Dr. Scott Karakas chaired the committee. Individuals nominated… outside athletics.”

10. The Plan for Improvement should include a full-time hire and also a mentoring program within the Athletics Department. Review the Ice Miller Report for other recommendations. This Plan is a priority. Section 12 does not have to be done but section 13 is required. This Plan is on the agenda to be reviewed on March 24th.

Following the luncheon break, President Bradshaw thanked Dr. Gray-Vickrey and Mr. Magiera for keeping him informed on the work that the committee was doing. He thanked the committee members for their time and effort.

c. Review of Gender/Diversity and Student Athlete Well Being 3.3

A copy of the Student-Athlete Exit Interview should be forwarded to Dr. Duff. All names, titles, committee names should be consistent throughout the document. The proofreader will check for consistency.

- #6 on page 4 the last two paragraphs need to be rewritten. The paragraphs need to be compared to the information in the Student-Athlete Handbook. The information needs to be consistent with what is in the handbook. There also needs to be a statement included that the final document is in the student-athlete’s file in the Athletics Department.

- Dr. Gray-Vickrey is meeting with Dr. Bradshaw to discuss #7 on page 5 regarding the process to be used.

- In all sections of 9 the first sentence in the first paragraph of each should be changed to read “The institution…” rather than “FGCU…”
• It was stated that the Athletics Health Task Force Committee (AHTFC) is a priority.

• 9(1)b. The last paragraph should state that the IAC meets monthly during the academic year. The last sentence should read “This committee…Intercollegiate Athletic Committee (IAC).” The term “is a living document” should be deleted.

• 9(2)a. The first sentence should read “The institution ensured…and all coaches, the Assistant Athletics…”

• 9(2)b. The first sentence in the first paragraph should be deleted. The term “blind” should be deleted. The sentence beginning “Besides the evaluation” should be changed to read “In addition to the evaluation…”

The tense in all sections of the document should be updated to reflect whether it is presently being done or if there will be a Plan for Improvement written.

• 9(3)b. This section will need to be rewritten that seniors are not included in the evaluation but are given a separate survey. The second paragraph should begin with “Senior student-athletes…” The third paragraph first sentence needs to be deleted. The fourth paragraph should be rewritten to include only a couple of examples of the results of the surveys.

• 9(4)b. The third paragraph is too long. It needs to be rewritten to clarify. The last paragraph fourth sentence should read “These programs were voluntary…” The last sentence should read “This is a competition among athletic…”

• 9(4)c. The committee agreed that this section should be part of 9(4)b.

• 9(5)b. The last sentence should state the log sheet should be turned in every other week by the student-athletes to the Director of Compliance. It should also be noted that schedules are submitted to the Athletic Academic Coordinator and that any changes must be approved by the Head Athletic Trainer.

• 9(6)b. All travel needs to be referred to as “team” travel. In the second paragraph first sentence change “shall be” to “is”.

• 9(7)a. Wherever a committee or subcommittee is referenced, the committee members’ names should be listed.

• 9(7)b. The same format as in 3.1 should be used in this section. Individual names do not need to be listed.

A Plan for Improvement for this section will be forwarded to Mr. Kavanagh. The Plan will include an athletic trainer and also strength and conditioning.

 d. Review of Governance and Commitment to Rules Compliance 1.1

The instrument does not allow information to be listed in 5. The information currently in 5 will be moved down to 5a.

• 5(a) 1. Dr. Gray-Vickrey stated that new verbage from Ms. Evans would be forwarded to the subcommittee. Also, men’s and women’s tennis should be added to this section.
5(a) 3. The fifth sentence should read “In February 2010, the President… newly restructured Intercollegiate...”

5(a) 4. The last sentence should read “The following athletic fee increases...”

5(c). Delete “Other than that” in the last sentence.

5(d). Delete “Other than that” in the last sentence of the first paragraph.

5(e) 2. The first paragraph second to last sentence should read “In 2003, the AD participated...”

5(e) 3. The second sentence should read “The AD appoints... panel, interviews all...”

5(e) 5. Change “Title Nine” to “Title IX” in the first sentence and include Dr. McKinney’s title – University Ombudsman and EEO. The last sentence should read “In January 2010, the... Gender Equity Committee and the Athletic Ethnic & Diversity Committee.”

The subcommittee is planning to meet on Monday, March 22nd, to add information on facilities in the “President” category (5a). This information will include donors, amounts of donations, State matches, etc.

7. Information regarding litigation will be provided by Ms. Evans and Vee Leonard and will be included in this section.

9(1)a. This section should include a statement that the IAC has the final decision. There should also be a statement that there are three standing committees in the IAC. The third committee, Athletics Health Task Force Committee, should be included in the statement.

9(1)b. The IAC reviewed the Mission Statement. They committee modified the existing Mission Statement with only minor changes.

9(3)a. Dr. Carter is updating the section regarding the role of the FAR.

9(4)a. The second sentence should read “The Eagles Council... serve for an academic year.”

9(4)b. The first sentence of the second paragraph should read “In addition to working... individually without any coaches present.”

10. Remove “FGCU” before each board and club in this section.

11. Title and University position should be listed for each committee member.

12a. Ms. Bacheler suggested that a statement regarding the Budget and Planning Committee be added to this section. The Mission Statement of the committee will also be included.

15. There is no Plan for Improvement. A statement to this affect will be added.
e. Review of Governance and Commitment to Rules Compliance 1.2

This section was not reviewed. The document had not been updated with the recommended changes from the previous review. This section will be an agenda item at the meeting scheduled for Wednesday, March 24th.

IV. Meeting Schedule

Dr. Gray-Vickrey stated the tentative agendas for the remaining scheduled meetings are as follows:

- **March 24, 2010**  1:00PM-5:00PM  AB5-309
  - Gender/Diversity and Student-Athlete Well-Being 3.1 Gender Issues (2nd Review)
  - Academic Integrity 2.2 Academic Support Plan for Improvement
  - Governance and Commitment to Rules Compliance 1.2 Rules Compliance Review
  - Governance and Commitment to Rules Compliance 1.2 Plan for Improvement

- **March 26, 2010**  8:00AM-Noon  AB5-309 (half day retreat)
  - Governance and Commitment to Rules Compliance 1.2 Plan for Improvement (if not covered on March 24th)
  - Academic Integrity 2.2 Academic Support (2nd Review)
  - Gender/Diversity Issues and Student-Athlete Well-Being 3.2 Diversity Issues (1st Review)
  - Gender/Diversity Issues and Student-Athlete Well-Being 3.3 Plan for Improvement

- **March 31, 2010**  1:00PM-5:00PM  AB5-309
  - Academic Integrity 2.1 Academic Standards (2nd Review)
  - Gender/Diversity Issues and Student-Athlete Well-Being 3.2 Diversity Issues (2nd Review)
  - Items not completed

- **April 2, 2010**  8:00AM-Noon  AB5-309 (half day retreat)
  - No agenda items discussed for this meeting.

V. Meeting adjourned at 4:10PM.