Present:

Dr. Peg Gray-Vickrey, Chairperson
Mr. Kenneth Kavanagh, Director of Athletics
Dr. Donna Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
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. Wilson G. Bradshaw, President
Mr. Steve Magiera, Vice President for University Advancement
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

Meeting convened at 8:15AM

I. Welcome and Gathering

Dr. Gray-Vickrey welcomed the Committee and stated that there was a heavy agenda for today’s meeting.

II. Athletic Director Report – Mr. Kenneth Kavanagh.

Mr. Kavanagh reported that President Bradshaw has accepted the Athletics Health and Wellness Standing Committee as a part of the Intercollegiate Athletics Committee (IAC). He stated that there are six (6) standing committees in the IAC. The standing committees are:

1. Athletics Health and Wellness Standing Committee
2. Athletics Ethnic and Diversity Standing Committee
3. Gender Equity and Title IX standing Committee
4. Reinstatement Appeals Standing Committee  
5. Student Academic Support Athletic Review Standing Committee  
6. Transfer Appeals Standing Committee  

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

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 will meet on Monday, March 29th. She reported the 2.1 and 2.2 will be ready for review at the March 31st meeting.  

- Jorge Lopez – Gender/Diversity and Student Athlete Well Being Subcommittee  
  Mr. Lopez stated that the subcommittee met will meet on Monday, March 29th, to review today’s changes.  

- Dr. Donna Henry – Governance and Commitment to Rules Compliance Subcommittee  
  Dr. Henry stated that she had no report.  

V. Old Business  

a. 1.2 question follow-up status report - Questions 11, 15  

- Question 11  
  An All Staff email was sent by Ms. Rouse, Director of Compliance, on March 26, 2010 at 7:47AM. Copies of the email were distributed to Committee members.  
  Dr. Gray-Vickrey stated that this question can be removed from Old Business.  

- Question 15  
  Dr. Hudson Rogers has reviewed and edited this response.  
  Dr. Gray-Vickrey stated that this question can be removed from Old Business.  

VI. New Business  

a. Review of Governance and Commitment to Rules Compliance 1.2 Plan for Improvement  

The Committee reviewed the Improvement Plan provided by Dr. Henry.
#1
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Change “system” to “document”
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work

#2
Issues
No change.
Measureable Goals
Rewrite to read “Review by staff of the Atlantic Sun Conference of the APP data and procedures in April 2010.”
Steps to Achieve Goals
Rewrite to read “Provide APP data and procedures to Steve Sturek, Atlantic-Sun Conference Senior Associate Commissioner for Compliance and Legal Issues, in April 2010.”
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

#3
Issues
Rewrite to read “Current performance evaluations for staff outside of the …” (Ms. Rouse is confirming this statement.)
Measureable Goals
Rewrite to read “Implement a statement…in affected staff outside of athletics…”
Steps to Achieve Goals
Change “conditions” to “criteria”.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
Rewrite to read “July 1, 2011.”

Once the appropriate recommended changes are made, the above Plan for Improvement will be forwarded to Dr. Gray-Vickrey for review and then to the proofreader. The proofreader will return the Plan to Dr. Gray-Vickrey for a last review and the Plan will then be posted on the web.

b. Review of Gender/Diversity and Student Athlete Well Being 3.2

• Question 4

The first and second sentences of the first paragraph should be combined and include the verbage used in the by-laws.
The second paragraph should read “There are six standing…Diversity Committee. This committee…University’s Athletic Ethnic and Diversity Committee. The committee chairperson is a member of the IAC and is appointed…”

- Question 5

The second sentence should read “In addition, communication extends as needed with the…” The paragraph needs an additional statement regarding coaches and surveys and evaluations on an annual basis.

- Question 6

6(c). Use figures as well as percentages.

Ms. Bacherel suggested that when writing the report the number “0” should be spelled out – “zero”. She also suggested that we round up or down to whole percentages to be consistent throughout the report.

6(f). Add a statement that the Faculty Athletics Representative (FAR) is a member of the Athletic Advisory Council.

- Question 7

Include the percentage of total in all subcategories.

- Question 9

9(1)a. The Athletic Mission Statement was reviewed, revised, and approved by President Bradshaw. A link to the statement should be included.

The second paragraph should read “Documentation reviewed… university regulations, sports specific needs evaluations.”

The third paragraph should include a statement that the results of the climate survey are currently being finalized. A summary of the survey will be presented to the FGCU Board of Trustees at the April 20, 2010 meeting and an Open Forum for input from the campus community will be held on April 21, 2010.

9(1)b. This section should include a statement regarding the importance of the Mission Statement to the University. It should also state that the Vision Statement and Mission Statement were adopted when FGCU was established.

The second paragraph on page 10 should read “All supervisors and managers are currently required to attend an annual…”

The last paragraph should include an introductory sentence which ties back to the original question.

9(1)d. The first sentence should include “IAC” after Intercollegiate Athletics Committee.
The last sentence in the paragraph should read “This will continue to be monitored…”

A Plan for Improvement is required. The Athletic Mission Statement should be revised to incorporate diversity language.

Ms. Bacheler suggested that the language used in the first paragraph on page 12 be included in 1.1 and 1.2.

The second paragraph last sentence should read “An example…conducted in 2009 which is currently being finalized.

9(2)c. This section should reference the presentation given by the Director of Athletics to the Board of Trustees each year at the June meeting. It should also include analysis data from the Florida Educational Equity Act Report and the Equity in Athletics Disclosure Act Report (EADA).

The Committee questioned whether actual data needed to be included in this section. Mr. Lopez is drafting a question to Ms. Teetzel regarding what is being requested.

9(3)b. Every new degree program proposal has a diversity section included in the proposal. The fifth paragraph should include figures as well as percentages.

The list of advertising venues is incomplete. Ms. Peterson will provide the additional venues to the subcommittee.

9(3)c. The first sentence in the third paragraph should read “this analysis reveals…applicants are comparable with the general…”

9(4)a. The first paragraph should include a statement regarding SOAR and the Search and Screen Guidelines. The last sentence should be included in the first paragraph.

9(4)b. Change “link” to “URL”.

The Committee suggested that highlighted pieces from each document be included; i.e., the applicant pool is approved, the committee is approved, etc.

The first paragraph on page 17 should be deleted.

The last paragraph should read “The institution does use outside or external firms to conduct hiring of staff on occasion to aid in the hiring for critical positions. This has not been used for any position in the Athletics department.

9(4)c. Mr. Lopez is checking with Ms. Seals-Gonzalez whether this is the most current data available.

9(5)b. The “marketplace” that is referred to in the first paragraph is Division I Athletics. It was stated that in comparing salaries the data shows that FGCU is lower on average.

The third sentence in the first paragraph should read “the Director of Athletics…each year and recommends for promotions, duration….University president.” The last sentence should read “Such recommendations are reviewed with Human….to ensure diversity.”
The last sentence in paragraph one on page 19 should be moved to 9(4).

Paragraphs four and five should be combined.

9(5)c. The last paragraph should be moved to 9(5)b.

9(5)d. This should be rewritten to include the Senior Woman Administrator and the athletic staff.

9(6)b. Ms. Seals-Gonzalez is revising to highlight programs and partnerships.

9(6)c. The last sentence in the first paragraph should be moved to 9(6)b. This covers the role of Mr. Isaac Brundage.

9(7)b. The second sentence should read “Access to an administrator is available, including Director of Athletics, so issues can…”

The name of the committee in the second paragraph should be changed to Gender/Diversity and Student-Athlete Well-Being Standing Committee. This section should also reinforce the commitment of Athletics for attendance at multicultural events on campus. The last sentence should be moved to 9(8) as well as the last paragraph.

9(8)b. The first sentence should include a statement that the Athletic Academic Coordinator and the Faculty Athletics Representative, when available, also attends.

The second paragraph should include the description from the ombudsman site.

This section should also include the programming board guidelines, as well as a statement on how diverse programs are selected.

The first sentence on page 25 should be restricted for clarity. The last sentence should read “In the future, the University will continue to provide…”

The last paragraph should include names only. “Hillel” needs to be more specific.

9(8)c. The second sentence through the end of the paragraph is a well-being issue. Information regarding tracking these individuals will also need to be added.

9(8)d. The Senior Woman Administrator needs to be added.

9(9)b. The first sentence should read “With respect to governance. The FGCU Intercollegiate Athletics Committee is responsible for advising President Bradshaw on oversight of the athletics program, includes five…”

The second paragraph last sentence should read “FGCU’s Athletic…A-Sun Sports Policy Committee. A statement should also be including regarding student-athletes serving on committees and process for choosing those students.

Change the name of the committee in the last paragraph to Athletic Health and Wellness Standing Committee.
9(10). Change the word “gender” to “diversity”.

- Question 10

Plan for Improvement

The following spreadsheets will be reviewed and revised using new data:

- Racial or Ethnic Composition of Personnel – Operating Principle 3.2, Self-Study Item No. 6
- Racial or Ethnic Composition of all Students – Students Generally and Student-Athletes on Athletics Aid – Operating Principle 3.2 – Self-Study Item No. 7
- Racial or Ethnic Composition of Student-Athletes by Sport Group – Operating Principle 3.2 – Self Study Item No. 8

- Question 11

The first sentence should read “The Athletics Ethnic…review its diversity Plan for Improvement annually. The second sentence should read “The process will include…with the FGCU Mission Statement. The third sentence should be deleted. This will be part of the Plan for Improvement. The fifth sentence should read “Primary responsibility…Director of Athletics assisted by the Athletic Ethnic and Diversity committee.

- Question 12

Delete Eagle News and add the University web site.

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

- Question 4

Change paragraph one to be consistent with 3.2.

- Question 6

In the first paragraph, state that the EADA was reviewed and analyzed by the Gender/Diversity and Student-Athlete Well-Being Subcommittee. In the second paragraph, include figures as well as percentages.

- Question 7

Add to Old Business on the agenda for the March 31st meeting.

- Question 8

8(3)a. In the second paragraph last sentence change “needs” to “equipment/supply needs…”

8(3)b. Be consistent with decimal on percentages. Review percentages for accuracy.

8(4)b. In the third paragraph, delete (by choice). In the first paragraph on page 10, the second to last sentence should read “Women’s basketball was invited…the past three seasons.”
8(6)b. The third paragraph on page 13 should read “Supplemental Instructors are hired…” All instances where “instructor/s” appears should be changed to “supplemental instructor/s”.

The fourth paragraph should read “The Math/Science walk-in lab is open to students in a variety of courses and programs. Students are able…”

The first paragraph on page 15 the third sentence from the end on should read “In the instance of tutors not attending, they are addressed through discussion. Further action, up to and including dismissal, may result if absences become frequent. After each tutoring…”

The second paragraph fourth sentence should read “The tutor needs…student-athlete, address student-athlete questions, provide…”

8(6)d. The position of Athletics Academic Coordinator is a priority. Ms. Peterson is confirming with Student Affairs.

8(7)b. The second paragraph last sentence should read “Although some coaches are new to coaching, they have enhanced their programs by introducing innovative…”

The second paragraph on page 18 last sentence should read “Softball and baseball head coaches are provided an equivalent monthly…”

8(7)d. The last sentence should read “Along with the University’s General Counsel, these individuals and committees will continue to monitor contract…”

8(8)b. Requires a Plan for Improvement which includes a press box.

8(9)b.

Staff Assignments

Add the following information:
Assistant Athletic trainer – Insurance Coordinator… - Elisa Araujo
Men’s and women’s soccer, and softball change the title from “Athletic Trainer” to “Assistant Athletic Trainer”

Medical Coverage

In the first paragraph on page 23 (continued from 22) the last sentence should read “If a student-athlete falls ill or is injured…”

This section requires a Plan for Improvement.

Insurance

In the last paragraph, delete the last sentence.

8(9)d. Change “Athletics Health Task Force Committee” to “Athletics Health and Wellness Standing Committee”.
8(10)a. In the first paragraph the second to last sentence should read. “The Gender Equity Committee…provided by the Gender/Diversity and Student-Athlete Well-Being Subcommittee.”

8(11)b. In the first paragraph add the following sentence after the first sentence. “The graduate assistant position will be converted to an internship over the next two years to enhance overall coverage.”

In the third paragraph the second sentence should read “These awards currently include…Spirit Award (male and female), Community Service Award, and the Eagle Team Spirit Award.”

Rewrite the purpose of the Eagle Team Spirit Award using the award ceremony script.

8(14)b. In the first sentence delete “our”.

8(16)b. In the second paragraph include a description of the services of the ombudsman. Use the same verbage as in previous section pertaining to the ombudsman.

The fifth and sixth paragraphs should be combined.

8(17)b. In the second paragraph, the second sentence should read “For example, the men’s…coach served on the interview panel…”

In the third paragraph, the last sentence should read “Additionally, two coaches….Athletic Health and Wellness Standing Committee.”

The same change as above should be made in the first sentence of paragraph four.

- Question 9

9(1) through 9(18) will be reviewed at the March 31st meeting.

- Question 10

The verbage in this section should be changed to be consistent with 3.2.

VII. Meeting Schedule

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

- March 31, 2010 1:00PM-5:00PM AB5-309
  - Old Business – Gender/Diversity and Student Athlete Well Being 3.1 Question #7
  - Gender/Diversity Issues and Student-Athlete Well-Being 3.1 Gender Issues Plan for Improvement
  - Academic Integrity 2.1 Academic Standards (2nd Review)
  - Academic Integrity 2.2 Academic Support (2nd Review)
  - Gender/Diversity Issues and Student-Athlete Well-Being 3.2 Diversity Issues (2nd Review)
  - Introduction
April 2, 2010  8:00AM-Noon  AB5-309 (half day retreat)
  
  o  No agenda items discussed for this meeting.

VIII. Meeting adjourned at 12:05PM.