Present:

Dr. Peg Gray-Vickrey, Chairperson
Dr. Donna Henry, Governance and Commitment to Rules Compliance Subcommittee Chair
Mr. Steve Magiera, Vice President for University Advancement
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
Mr. Adam Glick, Student Athlete (replacing Mr. Jani)
Ms. Veronica Forsyth, Administrative Staff for Steering Committee

Absent:

Dr. Wilson G. Bradshaw, President
Mr. Kenneth Kavanagh, Director of Athletics
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

Meeting convened at 1:05PM

I. Welcome and Gathering

Dr. Gray-Vickrey welcomed the Committee. She stated that 1.1 had been sent to the proofreader and was then reviewed by Dr. Duff, Ms. Rosenhauer, and she. It has now been sent back to the proofread with minor changes. 1.1 will be posted on the web once the proofreader makes the necessary changes.

Dr. Gray-Vickrey stated that 1.2 will be sent to the proofreader soon.

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 since there had been security issues with the instrument the report will be backed up electronically.

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 she had no report. Both sections will be reviewed by the Committee at today’s meeting.

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

Mr. Lopez stated that the changes to 3.2 have been made and that the subcommittee was reviewing the Plan for Improvement. Both the Plan for Improvement and 3.2 will be reviewed by the Committee at the April 2nd meeting.

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

Dr. Henry was not in attendance at this time. No report was given.

V. Old Business

3.1 Question 7

Question #7 will be part of the April 2nd agenda.

3.1 Plan for Improvement

Mr. Lopez stated that the subcommittee and Mr. Kavanagh had reviewed the entire document.

The Committee reviewed the Improvement Plan provided by Mr. Lopez.

#1 Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Rewrite to read “Monitor the proportion of student enrollment as compared to student-athlete enrollment.”
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
Rewrite to read “Fall 2010…once enrollment numbers are available from the data administrator.”
#2
Issues
No change.
Measureable Goals
Rewrite to read “Female student-athletes receive a disproportionately high share of the dollars available.”
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
No change.
Steps to Achieve Goals
No change.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

#4
Issues
No change.
Measureable Goals
Clarify that there are two (2) measurable goals.
Steps to Achieve Goals
Clarify that there are two (2) separate steps to achieve goals.
Individuals/Officers Responsible for Implementation
Individuals should be listed twice.
Specific Timetable for Completing the Work
Timetable should be listed twice.

#5
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are two (2) separate steps to achieve the goal.
Individuals/Officers Responsible for Implementation
Individuals should be listed twice.
Specific Timetable for Completing the Work
Rewrite to read “Spring 2011 and annually thereafter.” Timetable should be listed twice.
#6
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.

#7
Issues
Rewrite to read “Softball and women’s golf do not have equitable coaching staffs.”
Measureable Goals
Delete “Continue to provide…experience.” Clarify that there are two (2) separate goals.
Steps to Achieve Goals
Clarify that there are three (3) separate steps to achieve the goals.
Individuals/Officers Responsible for Implementation
Delete Head Softball Coach. Individuals should be listed twice.
Specific Timetable for Completing the Work
Rewrite third entry to read “Fall 2010.”

#8
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are two (2) separate goals. Rewrite to read “Finalize plans…for installation.”
The second goal is “Obtain necessary funding.”
Individuals/Officers Responsible for Implementation
Individuals should be listed twice. All individuals for the first goal. Director of Athletics, Senior Associate Athletic Director for External Affairs, and Assistant Athletic Director for Business Operations for the second goal.
Specific Timetable for Completing the Work
Timetable should be listed twice.

Dr. Gray-Vickrey suggested that the dates in the Timetable be confirmed with Mr. Kavanagh.

#9
Issues
No change.
Measureable Goals
Rewrite to read “Have a certified/licensed athletic trainer on staff for softball.”
Steps to Achieve Goals
Rewrite to read “Hire one full-time certified/licensed athletic trainer for softball.”
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

Dr. Carter questioned the accuracy of the Timetable.

#10
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.

#11
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.

#12
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.

#13
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are two (2) separate steps to achieve the goal. Delete “Develop an assessment…visit to FGCU.”
Individuals/Officers Responsible for Implementation
Individuals should be listed twice.
Specific Timetable for Completing the Work
Timetable should be listed twice.

#14
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 step includes Director of Athletics, Associate Athletic Director/SWA, and Sports Coordinators. The second step includes Director of Athletics, Associate Athletic Director/SWA, and Assistant Athletic Director for Business. The third step includes Director of Athletics, Associate Athletic Director/SWA, and the Life Skills Coordinator.
Specific Timetable for Completing the Work
Timetable should be listed three times.

#15
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.

#16
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are two (2) separate steps to achieve the goal.
Individuals/Officers Responsible for Implementation
Goal one has no change. Goal two is the Associate Athletic Director/SWA
Specific Timetable for Completing the Work
Timetable should be listed twice.

#17
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are two (2) separate steps to achieve the goal.
Individuals/Officers Responsible for Implementation
Goal one should include the Director of Athletics. Goal two is the Director of Athletics.
Specific Timetable for Completing the Work
Rewrite to read “Spring 2011 and annually thereafter.” Timetable should be listed twice.

#18
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Rewrite to read “Annual review at…of the plan as well as data and evidence towards meeting the goals.”
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 if forwarded to Dr. Gray-Vickrey, the proofreader, President Bradshaw for approval, and then posted on the web for community input.

New Business

a. Review of Academic Integrity 2.1

Question 4

The second sentence should read “The process for…Prospective student-Athlete (PSA) Form….” Substitute “the” for “our” in the third sentence. The fifth sentence should read “A weekly report generated from Admissions shows…”

The second paragraph should have “student-athlete” substitute for “athlete” wherever it is written. The fourth sentence should be rewritten and the fifth sentence deleted.

Under “The decision points…” on page 3, the following changes should be made:
A – insert a comma after “files”
C – Rewrite to read “Makes recommendation to Director of Admissions.”
D - Rewrite to read “Faculty Admission Appeals…denied admission and subsequently appealed their denial to the Faculty Admission Appeals Committee….Admissions.
E – Rewrite to read “Director of Admissions…all recommendations for exception from the UAAC and the Faculty Admission Appeals Committee and has final decision…authority.”

Question 5

Paragraph three should be added to paragraph two. Paragraphs one and two should have their order reversed.

The second paragraph on page 4 should include the name of the committee in the first sentence. The last sentence should read “Any student…Faculty Admissions Appeal Committee.”
Delete the first word (student) in the last paragraph.

Under “The decision points…” on page 4, the following change should be made:
A – insert a coma after “files”

Question 6

The first sentence should include the years. The second paragraph second sentence should read “In column 2…women’s swimming and diving…” The fourth sentence should read “While the percentages…recent three out of four years…” In the last sentence the section in parenthesis should be defined. The last paragraph third sentence should read “In 2007 there was…in part to the addition…”

- Question 7

Under Test scores and GPA by Sport clarify that the GPAs are high school GPAs.

- Question 8

In the second paragraph define what the definition of “first-year” is according to the NCAA. Is it first-year in college or first-year participating in athletics? The last paragraph should include a statement that the freshmen student-athlete orientation is a supplemental orientation in addition to the FGCU orientation.

- Question 9

The second paragraph should be rewritten for clarify. Percentages should be in parenthesis not numerals. Under 2007-2008 the first sentence should read “During the 2007-2008, 18 student-athletes…” Under 2008-2009 the second sentence should read “One has…and one is status unknown.”

- Question 10

Clarify the second sentence.

- Question 11

Under Preliminary Academic Evaluation the first sentence should read “One a prospect is determined…student, an articulation…”

- Question 13

In the second paragraph state what year the data is from.

- Question 14

Under Men’s Basketball the first sentence should read “The team Federal Graduation Rate (FGR) for…”
• Question 18

The last sentence should read “The institution monitors…scheduling template.”

• Question 20

The first paragraph last sentence should read “This policy…in February 2010.” The years through the second and third paragraphs should be written out, i.e.: 2009.

Dr. Gray-Vickrey asked the Committee whether they believed this section needed to be reviewed again by the Committee. The Committee agreed that the subcommittee should make the agreed changes and then forward the document to Dr. Gray-Vickrey for review. She will then submit it to the proofreader and it will be posted on the web.

b. Review of Academic Integrity 2.1 Plan for Improvement

The Committee reviewed the Improvement Plan provided by Ms. Byars

#1
The Committee agreed that Issue #1 should not be included in the Plan for Improvement.

#2 (now #1)
Issues
No change.
Measureable Goals
No change.
Steps to Achieve Goals
Clarify that there are three (3) steps to achieve the goal.
Individuals/Officers Responsible for Implementation
No change.
Specific Timetable for Completing the Work
No change.

It was suggested that the subcommittee rewrite both the Issues and Measureable Goals for clarity.

Dr. Gray-Vickrey requested that the Plan for Improvement 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.

c. Review of Academic Integrity 2.2

• Question 6

6(2)b. The second paragraph second sentence should read “These academic…online catalog at: (http://…)

6(3)a. The first sentence should read “All student-athletes’ progress…”

6(4)a. Delete “Adaptive Services…In addition.”
6(5)b. The second sentence should read “Guidelines can…Handbook at: (http://...)

6(5)c. Delete the first two sentences. The first sentence should read “Student-athletes are…”

6(6)b. Add the Campus Reservations URL.

6(7)a. Change “potential” to “perspective” in the first sentence.

6(8)b. The second sentence should read “Students select a major…” Delete the last sentence.

6(11)a. The last sentence in the first paragraph should read “Students sign in…to the coaches every other week along with a summary of total hours.”

6(12)a. The first sentence should read “All students…either a First Year orientation or Transfer Orientation.” A statement regarding the Athletic supplemental orientation should be added.

6(12)b. Delete “Eagle View” in the second sentence.

- Question 10

Mr. Kavanagh will provide verbage consistent with 1.2.

- Question 11

Under First Year/Transfer Orientation #1 should read “Implement new student-athlete…”

- Question 13

Mr. Lopez has updated text to substitute for the current paragraph two.

#1
Issues
Rewrite to read “To accommodate for the increased number of student athletes. Students better served by having a full-time advisor.”
Measureable Goals
Rewrite to read “Transition part-time AAC to full-time AAC.”
Steps to Achieve Goals
Rewrite to read “Post position by April 30th.”
Individuals/Officers Responsible for Implementation
Add Human Resources.
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
No change.
Steps to Achieve Goals
Clarify that there are two (2) steps to achieve goals.
Individuals/Officers Responsible for Implementation
Individuals should be listed twice.
Specific Timetable for Completing the Work
Timetable should be listed twice.

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

The review of 3.2 was added to the Friday, April 2nd, agenda.

VI. Meeting Schedule

Dr. Gray-Vickrey stated that the last scheduled Steering Committee meeting is Friday, April 2nd. The meeting will be held in AB5-#309 from 8:00AM to noon. The agenda for the meeting is as follows:
Introduction
3.2 – 2nd Review
3.1 – Question #7

Dr. Gray-Vickrey stated that the final draft will be submitted to the NCAA the end of April for Ms. Teetzel’s review. Ms. Teetzel will review the document and provide feedback. The information will then be reviewed by the Committee and resubmitted to the NCAA.

Dr. Gray-Vickrey stated that it will be necessary to schedule additional meetings after the document has been reviewed by Ms. Teetzel and also in September to prepare for the Peer Review Team visit. Information regarding additional meetings will be provided at a later date.

VII. Meeting adjourned at 4:15PM