NCAA Academic Integrity Subcommittee Meeting Minutes

November 3, 2010

Present: Douglas Robertson, Susan Himburg, Thomas Breslin, David Bergwall, Marcus Bright, Valerie Patterson, Steve Kelly, Barry Taylor, Charlie Andrews, Monique Garcia, Mike Pischner, Alexis McKenney, Angela Cambareri, Meredith Basil, Ranshan Gomez

I. Welcome by subcommittee chair, Dean Douglas Robertson
   A. Susan Himburg announced that the minutes from previous subcommittee meetings need to be approved by November 10. Members of the subcommittee will be e-mailed the minutes or may check them on SharePoint. If no requests for changes are made by November 10, the minutes will be approved electronically.

II. Objective of today’s meeting: The committee will evaluate comprehensive program review for student-athlete academic support. More specifically, the committee will analyze the recommendations for each section of the review, and ensure that the report is comprehensible.

III. Comprehensive Review of SAAC
   A. Student-Athlete Academic Progress Rate Chart (section 6, page 5)
      1. The chart indicates that in the academic year 2008-09, 8 of 15 teams declined in progress rate. This is attributed to upper-classmen not meeting graduation requirements, and therefore does not display progress that has been made since student-athlete academic support has been improved. Dean Robertson suggested that the chart should depict two separate columns per academic year to appropriately exhibit the trend of academic progress.

IV. Section VII of Comprehensive Review of SAAC
   A. Recommendations (Training procedures of SAAC Academic Coordinators)
      1. Charlie Andrews suggested that the ‘holds’ for student-athletes are placed sooner rather than removing the ‘holds’ earlier. This will offer student-athletes more time to address the ‘holds’ prior to their enrollment appointment.
      2. The recommendations list different forms of advising. The committee decided that this needed revision, and should specify the source of advisement.
      3. Web-based training for all advisors must also be included in the report.
      4. The committee decided that the SAAC office would review the academic plan of the undergraduate education advising office and include it in the ‘observations of quality’ section.
      5. The committee also discussed the possibility of providing mentors for advisors of SAAC.
      6. The committee concluded that the third recommendation of number one on the comprehensive review will demonstrate evaluation procedures. This evaluation will assess the three groups and emphasize the process of academic advising, not individual performance. The evaluation will include the objectives of the three
groups, identify the instrument used to evaluate the process, and state the outcomes of this process.

B. Tutoring
   1. Recommendations must ensure that students are in good academic standing according to SAAC.
   2. Tutoring requirements may need to be highlighted.
   3. SAAC utilizes a student-athlete progress report to monitor academic progress and uses the progress report as an intervention tool in the event that a student’s GPA falls below a 2.5.
   4. SAAC clarified that tutoring may be required regardless of a student’s academic standing. Student self-assessment and class progress reports may require tutoring services. Freshmen student-athletes and transfer students are automatically required to attend tutoring sessions.
   5. The committee discussed the convenience of the tutoring center’s hours of operation and suggested that the athletes are made aware of extensive tutoring times. This will demonstrate that the university is taking a proactive approach with regards to communication.
   6. The committee decided that an evaluation process should be implemented for the tutoring program and for tutors. Also, will professional development for tutors be available in the near future?

C. Academic progress monitoring and reporting
   1. SAAC indicated that the faculty only responds 40% of the time with regards to providing student feedback. Therefore, SAAC will aim to utilize progress reports as a source of feedback, establish connections between faculty and student, request graded assignments provided by the student and student reporting.
   2. The committee stressed the importance of establishing communication between the three groups.

D. Assistance for students with special academic needs
   1. No recommendations were deemed necessary at this time.

E. Assistance for at-risk student-athletes
   1. The committee decided that the recommendation for this section should include an objective based strategy.

F. Academic evaluation of prospective student-athletes
   1. The task force of admissions personnel will identify the communication predicaments.
   2. The committee concluded that the coach’s relationship towards SAAC and learning should be evaluated annually to ensure effective communication.

G. Student-athlete degree selection
   1. The committee decided that this section should include the missed class policy for all students who are on university business.

H. Next meeting scheduled for:
   1. November 17, 1:00-3:00 PM; Wednesday