NCAA Self Study Steering Committee
Meeting Minutes
February 18, 2011
3:00 PM, PC 521 & LIB 319

Meeting was called to order at 3:10 pm

Present: Rosa Jones, Elizabeth Bejar, Douglas Robertson, Steve Moll, M. Kristina Raattama, Christin Battle, Helena Ramirez, Charmaine DeFrancesco, Mary Tanke, Pete Garcia, Julie Berg, Thomas Breslin, Steve Fain, Noel Guillaume Alvarez and Susan Himburg. Previous input by phone: Jacqueline Tetlow

I. Dr. Rosa Jones thanked everyone and indicated this would be the 2nd to last meeting. Dr. Jones explained the purpose of the meeting was to review of the report and gather feedback and comments from everyone.

II. The minutes for the February 1, 2011, NCAA Steering Committee were approved as submitted.

III. Dr. Jones noted the editor reviewed the sections under review today.

IV. Dr. Jones also informed everyone that the past conference calls with Mr. Matt Maher from the NCAA have been very productive.
   A. Mr. Maher has provided excellent feedback on everything.
   B. It was suggested by him to go back and create an addendum on past offer letters. Dr. Jones understands this would be a challenge but finds it important this is done.
   C. Dr. Mary Tanke, Chair of the Governance and Compliance Committee mentioned she will be working with Mrs. El Pagnier Hudson, Assistant Vice President, Human Resources on collecting the necessary paperwork to create the addendums.

V. Dr. Himburg informed everyone that Ms. Jackie Tetlow reviewed the materials before the meeting and provided Dr. Himburg with a positive response for the sections.

VI. Dr. Jones emphasized this meeting was for the Committee to review the sections and make sure all the questions have been answered accordingly. She asked each subcommittee chair to go through their assigned areas.

VII. Dr. Mary Tanke presented Operating Principle 1.1 Institutional Control: Conditions for Certification & Operating Principle 1.2 Rules Compliance.
   A. Dr. Tanke explained she felt very fortunate to have had worked with the General Counsel and Human Resources to gather all necessary information and to resolve all issues that came up.
B. Everyone agreed that this was a fairly clean area since operating principle 1.1
does not have any plans for improvement. The group provided suggestions for
editorial changes as well as clarification to some questions.

C. In 1.2, all sections were reviewed. Revisions to 1.2-4 and 1.2-5 will be pending
the work to be completed by Human Resources.

VIII. Dr. Charmaine DeFrancesco presented Operating Principle 3.3 Student-Athlete
Well-Being.
A. Dr. DeFrancesco mentioned this section was to ensure student-athletes were
being taken care of academically and socially.
B. She explained she and other committee members has asked Dr. Steve Fain to
serve as the leader of the working group.
C. Dr. DeFrancesco also mentioned that she had done a focus group with students.
D. Input was provided by the group on various changes both editorial and content
to ensure all the questions were answered accordingly.

IX. Dr. Jones mentioned she has asked Dr. Pete Markowitz to schedule a special
meeting to present this to the Athletics Council.
A. She also emphasized the need for student and faculty input at the Open Forums.
B. Dr. Tom Breslin, Chair of the Faculty Senate was asked to plan to inform the
Faculty Senate in the next meeting of the Self-Study process and allow them a
Q&A session as well.

X. Dr. Jones thanked everyone for their hard work and effort.
The next meeting on February 24, 2011 will be review the remainder of the self-
study.

XI. The meeting was adjourned at 4:55 pm.