NCAA Self Study Steering Committee
Meeting Minutes
February 24, 2011
3:00 PM, PC 521 & LIB 155

Meeting was called to order at 3:10 pm


I. Dr. Rosa Jones thanked everyone in attendance. She noted there were a lot of events going on today and that some Steering Committee members would not be able to attend. Dr. Jones indicated that the purpose of the meeting today was to review a large section of the self-study and that she hoped everyone had been able to review the documents prior to the meeting.

II. The minutes for the February 18, 2011, NCAA Steering Committee were approved as submitted.

III. Dr. Jones indicated that the focus of the meeting would be on reviewing sections of the report to ensure that all questions were answered as accurately as possible. She indicated that we would not focus on editorial concerns at this time.

IV. Dr. Susan Himburg informed the group that Ms. Monique Garcia, APR Specialist, and Dr. Meredith Basil, Director of SAAC, had been invited to provide any necessary APR history.

A. Ms. Garcia provided an overview of the APR process and FIU history since she arrived at FIU in 2008.
B. FIU was the first university in the nation to hire an APR specialist.
C. Ms. Garcia explained that FIU created an Academic Improvement Plan and they worked hard to change the entire process of admission and support of student-athletes.
D. The plan did not begin to be implemented till 2008 and it has met the NCAA benchmark of 925 except for basketball.

V. Dr. Jones asked each subcommittee chair to go through their assigned areas.

A. Dr. Himburg presented Operating Principle 2.1 Academic Standards and 2.2 Academic Support on behalf of Subcommittee Chair Dr. Douglas Robertson who could not attend because he was in a conference.
B. The group provided suggestions for editorial changes as well as clarification to some questions.
C. Dr. Himburg indicated that instead of "no further action needed," the statement was changed to "FIU continues to focus on the academic success and retention of student-athletes"

D. Dr. Jones believed this section still needed more analysis where there are comparisons between student-athletes and the university as a whole.

VI. Ms. Leyda Benitez suggested that a tracking document be created for 2011-16 of Athletics Certification monitoring required. This would ensure that everything gets done, such as the annual review of certain policies (travel, medical emergencies) and plans for improvement.

A. Dr. Bejar added that ideally the Office of Academic Planning and Accountability should be working with athletics to review annual administrative objectives and that the necessary documents needed for Athletics Certification be infused in their profile.

B. Dr. Tom Breslin expressed his concerns regarding the increased expectations on faculty and staff regarding monitoring compliance and accreditation.

C. Everyone agreed that the focus should be quality enhancement.

VII. Dr. Jones informed the group that the President regrets not being able to attend the last two meetings. He asked Dr. Jones to inform the group that the report and process is important and that he looks forward to reviewing the final document and recommendations.

VIII. Travel Policy Update: Ms. Julie Berg informed the group all coaches have taken 15 passenger bus training. Also student waivers for transportation have been distributed and she hopes to have one signed for each student-athlete soon. The travel policy will be presented in the next Operations Meeting by Julie Berg.

IX. Dr. Charmaine DeFrancesco presented Operating Principle 3.1 Gender Issues and 3.2 Diversity Issues.

A. Input was provided by the group and suggested changes were made in terms of both content and editorial.

B. Dr. Jones informed the group that she believed the overall report was now beginning to flow better.

X. Dr. Jones explained to the group where everyone is moving forward from here:

A. Although we are nearing completion of the full draft, the Steering Committee should not see their work as done.

B. Dr. Jones requested everyone to read over the entire report

C. She explained that in the last conference call held with Mr. Matt Maher, NCAA Liaison, provided excellent feedback on the draft sections which was very helpful. It was agreed that they would send him items cited in NCAA's Top 10 list of issues to review and provide feedback.
D. The draft document will be placed on the NCAA.fiu.edu Web site in two weeks for the university community.
E. Everyone is asked to keep ears open for suggestions at the open forums to strategically apply them.
F. For the meeting on April 1st the goal will be to review the report once again and feel comfortable enough to recommend the document to the President to sign off.
G. Dr. Jones asked the group to send any additional comments or suggestions to Dr. Himburg or Dr. Jones.

XI. Dr. Himburg reviewed steps after document is submitted.
A. Mr. Matt Maher will first read the report.
B. It will then go to the Athletics Certification Committee.
C. Feedback from the NCAA should be received Mid-late summer.
D. FIU will have to respond by September 2nd at which time the report goes to the peer site visitors.
E. It was agreed a message would be sent to the Steering Committee when the draft report is posted for the university community.

XII. Dr. Jones thanked everyone for their hard work and effort.

XIII. The meeting was adjourned at 5:00pm.