NCAA Self Study Steering Committee  
Meeting Minutes  
October 28, 2010  
3:30 PM, GL 835 & LIB 155

Meeting was called to order at 3:35pm


I. Dr. Jones welcomed everyone and explained she wanted to get to the heart of the meeting with updates from the subcommittee chairs.

II. Dr. Himburg reported on behalf of Dr. Robertson for the Academic Integrity Subcommittee.
   a. The evaluation of the Student-Athlete Academic Support Services would be distributed to the subcommittee by November 1.
   b. The last meeting focused on admission processes, both regular and special admits.
   c. The Office of Planning and Institutional Research fulfilled their obligation of gathering data for the report.

III. Dr. Charmaine DeFrancesco provided an update on the Gender / Diversity Issues and Student Athlete Well-being Subcommittee.
   a. The group is doing their best to meet set deadlines. Focus groups with student-athletes have been conducted.
   b. The goal is to have a draft of all sections by November 15th followed by a work session with the sub-sub committee chairs November 19.
   c. Helen Grant, the Title IX Consultant met with the committee during her visit October 11-13, and the report is expected soon.
   d. Dr. DeFrancesco then read the list of issues and findings of the group subcommittee to date: lack of a university travel policy regarding students; complaints of noise in the university apartments interfering with sleep; and insufficient hours of food service operations and too much fat used in food preparation in the Fresh Express Cafeteria.

IV. Dr. Jones emphasized the importance of making sure issues are articulated.
   a. The challenge of transportation for athletes was brought up and discussions about liability waivers and the university's liability management practices occurred. The general councel office will review practices and provide guidance to the use of liability waivers associated with student-athletes of campus activities. There is no regulation if a student gets in an accident on their way to a game, is FIU liable?
b. Steve Fain mentioned he used a written liability waiver that was vetted by the General Counsel office when his classes went on fieldtrips several years ago.

c. Dr. Jones asked Leyda Benetiz, University Compliance Officer to please assist in this issue as policies are maintained through the compliance Web site.

d. Budget would be considered and feedback from the coaches would be considered when searching for solutions to resolve these issues. (size of the team and other specific needs)

e. Dr. Jones mentioned housing and nutrition is something that should be improved if necessary to ensure students are well rested and eating properly to make sure they are productive both in classes and athletics.
   i. Dr. Jessell mentioned there are a huge variety of meal plans offered
   ii. Student-athlete Jackie Tetlow articulated the hours of some of the restaurants on campus are not sufficient.

f. Thomas Breslin expressed his belief that the housing design should be adequate to make sure students are comfortable since some apparently prefer the apartments vs. the towers.
   i. It was brought up that most students are not used to sharing a room with a sibling therefore sharing living space for the first time is a big adjustment for some students.

V. Dr. Tanke reported for the Governance and Compliance Subcommittee

a. Students have been very involved in the writing process in her group. She has asked everyone in her committee to submit their completed sections by November 6.

b. Biggest concern is self-study questions that do not allow for a plan for improvement (measureable standard). Nine self-study questions under Governance and Compliance do not appear to allow a plan for improvement.

Issues: Non-Compliance Pg. 12 1.2-4 and 1.2-5

i. Dr. Akens and Monique Garcia developed a list of individuals within and outside of Athletics, who have rules compliance responsibilities.

ii. There is a need for compliance language in the personnel evaluation; no requirement for NCAA rules education language currently exists in the personnel evaluation for us and by FIU.

iii. Overall a plan needs to be implemented to correct any problems before the end of the certification process.

iv. Some HR letters of appointments are missing compliance language; the language appears in the Job Descriptions and not in the appointment letters.

v. Dr. Jones asked the specific job titles requiring compliance language in the job description in the job description be identified.

vi. Julie Berg agreed she would follow up with Sunbelt on this issue.
vii. A meeting with the VP of Human Resources, Steering Committee Co-Chairs, General Counsel, Chair of Governance and Compliance Sub-committee will be planned – as soon as possible.

VI. Dr. De Francesco asked how long and in-depth does the report have to be.
   a. Everyone agreed that it should include enough to answer all of the sections appropriately.
   b. Concise answers with careful attention to all components of the question should be the rule.

VII. The list of peer reviewers whom FIU believes have a conflict of interest in serving as our site visit team was presented. Additionally, Dr. Bejar noted that in the review of the revised list of Peer Institutions that are going to be given to the NCAA, the following factors were considered. taken into consideration: Budget, Research, and Full-time students vs. part-time students.

VIII. Dr. Jones asked if anyone had questions
   a. Dr. Steven Fain asked about the purpose of the scheduled forums on March 23 & 24th,
   b. Dr. Jones explained the forums will encourage input from faculty, staff and students for the NCAA Self-Study.

Meeting adjourned at 5:05pm

Next meeting of the NCAA Steering Committee will take place November 30, 2010 at 4 pm