I. Welcome and Introduction of Committee Members by Vice President Rosa Jones.

II. Goal of meeting: Review Athletics Certification Process as presented in NCAA videoconference orientation; provide an overview of the Self Study Process; clarify and discuss the role of the Steering Committee; present update reports from subcommittee Chairs and develop plans for future meetings.

III. Dr. Jones thanked the group for accepting the invitation from the President to serve on the Steering Committee and indicated the President was very careful in ensuring that the members included a broad base representation of which included: faculty, staff, athletics, students, alumni, administrators and community.

IV. Dr. Jones reviewed the purpose and role of the Steering Committee:
   a. Will provide oversight of the subcommittees to ensure that the self-study is completed in a timely manner.
   b. Chairs of Sub-Committees will report findings / Issues of subcommittees to the Steering Committee and the Steering Committee with review plans for improvement, if necessary and make recommendations to Administration.
   c. Approve final report
   d. Meet on a monthly basis

V. Dr. Jones reviewed and clarified the NCAA self-study process.
   a. FIU is in cycle 3 of the self-study process. (Two previous cycles of self-studies were completed, with the last one in 2001.)
   b. Following the submission of the self-study report on April 29, 2011, a site visit will take place in October, 2011.
   c. The self-study report is comprehensive and reflects in-depth review of standards in three basic areas- Governance and Compliance; Academic Integrity and Gender/Diversity Issues and Student-Athlete Well-being.
VI. President Rosenberg thanked the Steering Committee for accepting the charge and expressed the importance of the self-study process to Athletics and the University. He encouraged the Steering Committee to address issues upfront in order to not have to address them later.

VII. Dr. Bejar called on each sub-committee Chair to provide committee updates
a. Dr. Himburg provided update on behalf of Dr. Robertson who was unable to attend meeting for the Academic Integrity subcommittee.
   b. Dr. Himburg explained the Academic Integrity subcommittee includes principles on Admission Process, Graduation Rates, Retention, and Academic Support Programs.
   c. The subcommittee is currently working on collecting data.
   d. During the first meeting, data sources were identified and they are working with Institutional Research to obtain all necessary data to start the writing process very soon.

VIII. Dr. DeFrancesco provided an update on the Gender and Diversity Subcommittee
a. During her first meeting the group reviewed the objectives, tasks.
   b. The group was splint in 3 task groups with assignments.
   c. Her subcommittee is looking forward to moving on with the process.

IX. Dr. Tanke provided an update on the Governance and Compliance Subcommittee
a. During their first meeting the group went over the process and objectives.
   b. She has met with Ms. Julie Berg and Ms. Leyda Benitez to review some related principles.
   c. She explained her approach was to assign everyone on the subcommittee different principles/standards:
      i. Students were paired up with a Faculty member
      ii. Everyone so far has been very involved
      iii. Concern: She is focusing on self-study questions/measurable standards where the plan for improvement must have been completed during the athletics certification process.
      iv. Her goal is to have data gathered by October 16th and draft report by December 1st for her subcommittee ready to be reviewed by Steering Committee.

X. Dr. Bejar emphasized the importance of each committee having a timeline.
   a. Time has to be added for Steering committee to review.
   b. Ideally have the draft report ready by January 2011 for editor.
   c. Updates to timeline will be modified as needed.
d. Asked everyone to please note/hold the first 3 weeks of October 2011 for the site visit; once NCAA confirms dates they will be shared with everyone.

XI. Dr. Jones expressed the importance of having time for the self-study report to be shared with the University Community as a whole (Students, Faculty, and Staff).

a. The final self-study report will also be shared with the University in Open Forum format in March 2011, prior to submission.

XII. Dr. Bejar reviewed NCAA Site Visit preliminary plans

a. Will consist of 4 NCAA Members (one of which will be a sitting President)

b. Conflict of interest
   i. No sunbelt or Florida teams
   ii. FIU will have an opportunity to review a list of possible site-visitors to determine if there are potential conflicts of interest- individuals who have been affiliated with the FIU, special interests, etc.

c. NCAA understands FIU's desire for individuals from similar or peer institutions

d. Dr. Bejar asked everyone to review the Peer / Aspirant Institutions list
   i. Dr. Jessell asked that we consider individuals with similar budget size in our review.
   ii. Ms. Raattama inquired about the value of considering research volume when identifying peer / aspirant institutions.
   iii. President commented Alabama-Birmingham is not like FIU

e. Dr. Bejar suggested that we review the list carefully to include more institutions similar to FIU.

XIII. Future Meetings – Dr. Himburg

a. To be scheduled in October very soon.

b. As soon as we receive President's availability notification will be sent to everyone.

XIV. Final Remarks – Dr. Jones

a. Thanked everyone for their involvement and commitment to this effort. She indicated that this process would be significantly valuable to the University.

b. Meeting adjourned: 4:40pm