

# **NCAA Recertification Steering Committee Teleconference: August 7, 2007**

[www.wmich.edu/poapa/NCAAcertification/](http://www.wmich.edu/poapa/NCAAcertification/)

**Attending:** Kathy Beauregard (Intercollegiate Athletics), Dave Corstange (Intercollegiate Athletics), Carrick Craig (Legal Affairs and General Counsel), Paul DeVries (Intercollegiate Athletics), Keith Hearit (Lee Honors College), Eileen Evans, chair (Institutional Effectiveness), Monty Porter (Intercollegiate Athletics), Jonathan Pugh (Institutional Effectiveness), Cindee Quake-Rapp (Occupational Therapy), Fred Sitkins (Industrial and Manufacturing Engineering), Jeff Stone (Intercollegiate Athletics)

Teleconference with NCAA staff liaison Charnele Kemper began at 1:32 P.M.

## **Overview of Committee on Athletics Certification (CAC) Analysis Report**

- October 16 is WMU's initial deadline for responding to the report via the online Athletics Certification System.
- The University's final response is due by December 14.
- NCAA's final certification decision is usually made public at the beginning of April (2008).

## **Governance and Commitment to Rules Compliance**

### 1.2 Rules Compliance:

Question 1 (part-time assistant or volunteer coaches):

- All three questions under 1.2 pertain to rules compliance in personnel documents.
- The peer-review team will need to see copies of the plan/statement, but the Governance aspects of WMU's self-study are on target.
- WMU must submit required information by December 14, but preferably by October 30-November 1 visit.

Question 2 (all individuals inside athletics department):

- CAC requests written evidence by December 14 at the latest, but preferably by October 30-November 1.
- To preserve the terms and conditions of employees' existing contracts, WMU may add an addendum.
- WMU may submit a blank copy of the performance evaluation form (i.e., not filled in).
- The notice of compliance is part of the documentation to be made available to the peer-review team.

Question 3 (all individuals outside athletics department):

- NCAA does not prescribe which individuals should or should not be included. However, examples may include the faculty athletics representative, registrar, admissions officer, and financial aid officer.
- Whether or not to include booster club members is up to WMU.
- A representative sampling of documents will be considered sufficient.

## **Academic Integrity**

### 2.1 Academic Standards:

Question 1 (goal statement and plan for graduation rates):

- Division of Intercollegiate Athletics:
  - Graduation rate statement/plan was a recommendation ten years ago, not a mandate.

- President might not want to create a written goals statement, partly because no such statement or plan exists for the general student body.
- NCAA:
  - Institutions will be held accountable for any plans for improvement that they identified during the first cycle; similarly, looking to the third cycle, they will be held accountable for plans developed during the second cycle.
  - Even if the NCAA didn't mandate any actions, institutions must explain partial or non-completion of plans for improvement. In this instance, the CAC is looking for a more detailed explanation of why some of WMU's plans haven't been implemented.
  - In regard to senior leadership changes, WMU's response might include documentation, if any is available, that details why respective presidents did not proceed with the graduation rate goals statement/plan.

Question 2 (special admissions review of football):

- Phrase "further explain" means a more detailed and specific analysis of the data, perhaps including a year-by-year breakdown of the raw numbers.
- The one percent special admissions rate for WMU's general student body compares to rates such as 4, 8, and 15 percent for football. The CAC would like to see the same percentage rate for both groups.
- Terminology:
  - Some other institutions don't use the phrase "special admissions," although their policy may fit that description.
  - Peer-reviewers use the team visit to verify whether or not an institution's procedures constitute a special admissions policy.

Question 3 (differences in admission profiles):

- The CAC requests a more detailed explanation of "slightly lower," perhaps including comparisons of the raw numbers.

Question 4 (written scheduling policies):

- WMU presented this issue to the Faculty Senate and the AAUP, both of which recommended that a written policy not be developed.
- The Academic Integrity Subcommittee did not find a peer institution with a written policy available online.
- The NCAA Constitution requires all member institutions to have a written scheduling policy. Peer institutions' athletic advising staff or compliance officers may have access to those policies.

Question 5 (missed class time):

- The CAC would like to know how the review was conducted, by whom, and how WMU came to the conclusion that the missed class time was not/is not significant.

### 2.3 Academic Support:

Question 1 (comprehensive outside review of academic support services):

- In this instance, a plan for improvement will not suffice.
- WMU must show evidence, by December 14, that a review was conducted, and that the policies were approved, by a body external to the Division of Intercollegiate Athletics (i.e., the Academic Services Oversight Committee).
- WMU must also provide a statement to the effect that the review will continue to take place at least every three years.
- The oversight committee should conduct the review, analyze the data, and present the findings.

- The oversight committee is expected to obtain the necessary data by interviewing, among others, the associate athletic director for academic and compliance services.

### **Equity and Student-Athlete Well-Being**

#### **3.1 Gender Issues:**

Question 1 (accommodation of interests and abilities):

- The CAC would like to know whether data other than surveys was used.
- This issue relates closely to the three prongs of Title IX.
- It is suggested that WMU create a narrative from the EADA data to illustrate that it is accommodating the interests and abilities of its student-athletes and meeting the proportionality prong.

Question 2 (gender-equity plan):

- It is suggested that WMU review the sample plan template on pages 44 through 52 of the Self-Study Instrument, specifically where the institution identifies areas of deficiency. The CAC requests an actual measurable goal, rather than a “plan for a plan.”
- As detailed in the preamble to the Governance section of the self-study, Michigan’s affirmative action amendment (Article I, Section 26 of the Michigan Constitution, effective December 23, 2006) prevents WMU from specifying numerical goals. It is important that the peer-review team understand WMU’s obligation to abide by state law.

#### **3.3 Student-Athlete Well-Being:**

Question 1 (*procedures* for exit-interview surveys):

- In part, WMU did not implement this aspect of the plan because it was not required to.

Question 2 (*nature* of exit-interview meetings and survey instrument):

- If the instrument does contain questions related to the institution’s commitment to academic success, as well as questions to measure the effectiveness of the monitoring process, then it is suggested that WMU emphasize them in its response and have a blank sample exit survey available for the visit team. If the instrument doesn’t contain such questions, it should be amended to include them.

Question 3 (grievance and appeal procedures):

- It is suggested that WMU post grievance and appeal procedures on its Web site and/or add them to the student handbook.
- WMU must also illustrate how the policies are communicated to student-athletes and staff.

Question 4 (travel policies):

- The plan for improvement will be tweaked to ensure that elements a. through f. are included.
- Pugh will make changes via ACS template.
- The CAC prefers, but does not mandate, that the president approve all plans for improvement.
- WMU will need to explain Athletic Board’s authority to approve this and/or other plans.
- Chair of Athletic Board will forward plan(s) to the president for final approval.

### **Q and A**

- NCAA staffer Alex Smith will be shadowing Charnele Kemper on the visit as part of his training. He is not a member of the peer-review team and has no responsibilities related to WMU.

- Kemper will not sit in on any peer-review team interviews.
- In order to address senior leadership changes since the submission of WMU's self-study report, Kemper will supply DeVries with a skeleton interview grid listing job titles rather than individuals' names.
- Peer-reviewers may also wish to meet with the past holders of particular posts.
- Evans will let President Dunn know that Kemper is willing to give him a reaccreditation briefing; Evans will report back to Kemper with the president's response.

#### **Next Steps**

- Subcommittees will spend the next month preparing WMU's response to the CAC report.
- DeVries will arrange two or three document file viewing sessions; Pugh will disseminate the dates.
- The full steering committee will meet mid-September after reviewing the document file.

Teleconference ended at 3:02 P.M.