

NCAA Recertification Steering Committee Summary Note #5: February 27, 2007

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Attending: Kathy Beauregard (Intercollegiate Athletics), Dave Corstange (Intercollegiate Athletics), Carrick Craig (Legal Affairs and General Counsel), Paul DeVries (Intercollegiate Athletics), Randy Ford (Intercollegiate Athletics), Keith Hearit (Lee Honors College), Eileen Evans, chair (Institutional Effectiveness), Mary Lagerwey (Nursing), Monty Porter (Intercollegiate Athletics), Jonathan Pugh (Institutional Effectiveness), Cindee Quake-Rapp (Occupational Therapy), Cheryl Roland (University Relations), Fred Sitkins (Industrial and Manufacturing Engineering), Jeff Stone (Intercollegiate Athletics), Arnold Taylor (Information Technology), Amy Washington (Intercollegiate Athletics) **Absent:** Dennis Corbin (Intercollegiate Athletics), James Gilchrist (Student Academic and Institutional Research), Diether H. Haenicke (President), Angela Peoples (Western Student Association), Joe Reitz (student athlete)

Evans called the meeting to order at 11:38 A.M.

1. Review of **unedited draft #1 of self-study report:**

Evans' comments:

- Governance section is almost complete.
- Data forms for Academic Integrity and Equity sections: Pugh to enter data and return forms to subcommittee chairs for proofreading and approval.
- Each subcommittee chair to update list of campus interviewees and forward to Pugh; Pugh to add Sharon Carlson, director of archives and regional history, to list.
- All appendices to be incorporated into body of responses.
- Regardless of repetition, each response should function as a stand-alone answer (i.e., "see above" to be replaced with relevant text from preceding response).
- Subcommittees to review self-study item prompts to ensure that requirements are addressed accurately, completely, and in the correct order.
- Each subcommittee to ensure consistent level of high-quality content throughout self-study items.
- Plans for improvement must specify *measurable* goals (e.g., "100% of assistant and volunteer coaches will...")
- In his capacity as an experienced program evaluator/peer-reviewer, Sitkins will offer comments on each subcommittee section.

Governance and Commitment to Rules Compliance

Operating Principle 1.1. (Institutional Control)

- Self-Study Item #4: Add dates on which Board of Trustees approved University budget (last three years).
- Self-Study Item #6:
 - p.3, paragraph 2, line 4: Clarify language on president's meetings with faculty athletic board.
 - Add reference to president's access to faculty athletics representative.
- Self-Study Item #7:
 - Individuals' titles to be checked for consistency throughout self-study report (Pugh to verify Bates' title).
 - Add both students' majors and acknowledge Koerber's Beauregard Internship.

Operating Principle 1.2 (Rules Compliance)

- Self-Study Item #1:
 - p.6, paragraph 2, line 3: Add ACUA date.
 - p.6, last paragraph: Consider including date of most recent four-year MAC compliance review.

- Self-Study Item #4:
 - p.9, paragraph 2: State individual who gives approval, and whether or not approval is in writing.
 - Add name of DIA's director of development (Rob Hunt).

- Self-Study Item #5:
 - p.12, second full paragraph: Clarify reporting lines.
 - p.12, last sentence: Acknowledge that student-athletes may also receive guidance.
 - p.13, paragraph 3: Add titles of individuals to whom listed individuals report.
 - Add "2007" after "January 1."

- Self-Study Item #7 (p.15, paragraph 2): Divide into two sentences for clarity.

- Self-Study Item #9 (p.18): In response to Evans, Hearit clarified how supervisors receive compliance training.

- Self-Study Item #12:
 - p.19, paragraph 3: Rewrite to remove what could be perceived as evaluation ("disagrees").
 - p.20: Distribute *Deputy Bronco* to more campus constituents (e.g., registrar, statistician in registrar's office).

- Plans for improvement:
 - Plan #1: Reword to read "Inform 100% of boosters..." or similar.
 - Plan #2: Reword to read "...communicate rules education material to 100% of individual boosters" or similar.
 - Plan #4: Reword as above ("...100% of assistant and volunteer coaches..." or similar).
 - Plan #5:
 - Under "Measurable Goals," reword to read "...receive formal compliance education training..." or similar.
 - Under "Steps to Achieve Goals," add "...support attendance and participation, and document completion of such training" or similar.

- Sitkins' comments:
 - Section is in good shape.
 - Steering committee should be prepared for peer-reviewers' request to interview campus constituents.
 - In regard to booster groups, use of word "donor" may be problematic. Subcommittee should consider revisiting wording of this section.

Academic Integrity

Operating Principle 2.1. (Academic Standards)

- Self-Study Item #7 (p.30): Committee agreed that "special scrutiny" need not include a plan for improvement.

Operating Principle 2.2. (Academic Support)

- Self-Study Item #5:
 - p.40: Response to prompt #5 is currently beneath prompt #7.
 - p.50: Replace “Please see responses in Mentoring section above” with actual text from pages 49-50.
- Self-Study Items #6 and #7: Add both responses.
- Plans for improvement:
 - Plan #2 (pp.52-53): Clarify plan according to Evans’ instructions.
 - Plan #3 (p.53): Replace “analyzed” with “reviewed.”
- Sitkins’ comments:
 - Section is in good shape.
 - Peer-reviewers will want to interview several campus constituents.
- Discussion ensued on missed class time:
 - Undergraduate Studies Council would need to review missed class guidelines if they were to become Universitywide policy.
 - Many faculty members don’t know whether current policy is DIA-specific or if it applies to institution as a whole. This is a communication issue.

Equity and Student-Athlete Well-Being

Operating Principle 3.1 (Gender Issues)

- Self-Study Item #2 (p.57): Copy and paste plan into text.
- Self-Study Item #3 (p.58): Copy and paste plan into text.
- Self-Study Item #5 (p.60):
 - Unduplicated count is inconsistent with figures used in 3.1.1.
 - Analysis of discrepancies is sound.
 - Add explanation of discrepancies.

Operating Principle 3.2 (Minority Issues)

- Self-Study Item #2 (p.72): Copy and paste plans and appendices.
- Self-Study Item #4:
 - p.73: Address evidence aspect of prompt in order to demonstrate history of institutional commitment.
 - p.75: Discussion of DMAP ensued.
- Self-Study Item #8: Equity Subcommittee to consult relevant parts of Academic Integrity section when revising this item.

Operating Principle 3.3 (Student-Athlete Well-Being)

- Self-Study Item #5 (pp.87-88): Add description of educational enhancement programs.
- Self-Study Item #6 (p.89): Prompt order isn’t adhered to, and not enough detail is given. Evans suggested rephrasing and reordering of response.
- Self-Study Item #7 (pp.89-90):

- Transpose financial aid and transfers text so that prompt order is adhered to.
 - Add position titles.
 - Address how results of appeals are communicated.
- Self-Study Items #8 and #9: Two examples of sound response to prompt.
 - Self-Study Item #10 (p.92): Prompt order isn't adhered to, and not enough evaluation detail is given.
 - Self-Study Item #11 (p.92): Replace "as above" with actual text from 3.3.10.
 - Self-Study Item #12 (pp.93-94): Order is correct and flows well.
 - Sitkins' comment: Because of the volume of data requiring institutional and/or faculty athletic board approval, this is potentially the most problematic section.

2. **Timeline:**

- Mar. 13 and 14: Evans meets with subcommittee chairs; Beauregard may also attend.
- Mar. 15: Evans e-mails final post-revision report to steering committee.
- Mar. 20: Steering committee meets to approve final report:
 - Committee to approve all grids, plans, and charts.
 - Another member of Equity Subcommittee to attend on behalf of Craig, who will be absent from Mar. 20 to 24.
- Mar. 21 to Apr. 1: Period for public comment.
- Mar. 22: Faculty athletic board meets to review final report, including review and approval of plans for improvement.
- Mar. 23: President Haenicke meets with Evans and Beauregard to review final report.

Evans adjourned the meeting at 1:21 P.M.