

NCAA Academic Integrity Subcommittee Orientation Videoconference: October 26, 2006

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Attending: Halbert Bates (Business), Kathy Beauregard (Intercollegiate Athletics), Lois Ellis (community member), Eileen Evans (Institutional Effectiveness), Damodar Golhar (Management), Dan Jacobson (School of Music), Kevin Knutson (Arts and Sciences), Pam Liberacki (Admissions), Barbara McKinney (Registrar's Office), Suzie Nagel (Student Affairs), Jonathan Pugh (Institutional Effectiveness), Cindee Quake-Rapp, chair (Occupational Therapy), Christopher Reed (Health, Physical Education and Recreation), Shayna Sangster (student athlete, Management), Jeff Stone (Intercollegiate Athletics) **Absent:** Betsy Kuhle (Intercollegiate Athletics)

NCAA staff liaison Charnele Kemper called the meeting to order at 2:02 P.M.

Operating Principle 2.1.

- Self-Study Items #1, #2, and #3:
 - Generally referred to as “historical” because institution is required to look back at first-cycle self-study.
 - Item #1: Refers to first-cycle self-study action point: “Analyze, explain, and address (through specific plans for improvement) by appropriate institutional authorities the declining graduation rates of student-athletes and for various student-athlete subgroups.”
 - Item #2: Requires reexamination of three institutional plans developed during first cycle.
- Self-Study Item #5:
 - Refers to charts on pages 19, 20, and 21 of Self-Study Instrument.
 - Charts are duplicated for submission via online Athletics Certification System (ACS).
 - Phrase “three most recent academic years” means three most recent consecutive years for which WMU has reliable, accurate data. (N.B. Subcommittee must use same three-year reporting cycle throughout Academic Integrity section of report.)
 - Data refers to *entering* freshman students for each year, not those already admitted.
 - N.B. For Self-Study Items #5 and #7, subcommittee must complete chart *and* provide a narrative response (i.e., “Compare and explain...”).
- Self-Study Item #7: See chart on page 23.
- Self-Study Item #10:
 - Multi-part question.
 - Graduation rates must refer to six-year period.
- Self-Study Item #14: Report must describe WMU’s *written* scheduling policy.

Operating Principle 2.2.

- Self-Study Item #2: Subcommittee must reexamine relevant first-cycle plan for improvement, addressing parts (a) thru (d).
- Self-Study Item #5:
 - Bullet points: If a particular program area isn’t offered, ACS entry is “N/A.” However, if student-athletes have access to a listed area (e.g. “Tutoring”), subcommittee must address points a. through e. for that area (even if it’s available to the general student population and not just student-athletes).
- Self-Study Item #6: Report from academic support services review to be e-mailed to Kemper when self-study report is submitted via ACS.
- Self-Study Item #7:
 - If subcommittee determines that WMU is deficient in this area, review should be carried out before May 1 (in which case, subcommittee does not need to develop plan for improvement). If a plan for improvement *is* developed, however, it must be carried out before fall 2007 evaluation visit.

- MAC is not permitted to conduct WMU's academic support services review.
- Subcommittee is encouraged to pay particular attention to:
 - Self-Study Report Checklist (Kemper will be referring to same list).
 - Document D2 (Measurable Standards):
 - Designed by NCAA to clarify association's expectations in greater detail.
 - Particularly useful for Operating Principle 2.1., Self-Study Item #14 and Operating Principle 2.2., Self-Study Item #5.
 - Document C (Requirements for Institutional Plans for Improvement): Lists eight required elements of each plan for improvement.
 - Relevant items in Top 10 Issues document: Issues #2 and #6 are very important and often overlooked.

Kemper adjourned the meeting at 2:40 P.M.