NCAA Governance SubCommittee
October 28, 2010: 11:00am -12:00pm
Minutes

Attendees:
Tom McCoy, Chair  Tom Jewell  Michael Stevenson
Larry Baker  Terry Leist  Daniel Adams
Kathy Attebury  Diane Letendre  Bonnie Ashley
Camie Bechtold  Pam Merrell  Glenn Puffer
Dan Davies  Bob Oakberg
Leo Davis  Amy Starr

Data Gathering Update for Operating Principal 1.1

2. Progress on Plan Report from Last Certification.
   a. Evaluations – Dan Davies
      i. Contracts need to be reviewed.
      ii. Diane will check on Classified – to include NCAA language.
   b. Financial – Daniel Adams/Michael Stevenson
      i. Writing narrative.

3. Any additional plans. – Glenn Puffer/Camie Bechtold
   a. One Team Report & 2007 NCAA Report
      i. Glenn is working on it.

4. President Cruzado maintains clear and direct oversight. – Tom McCoy
   i. Workgroup has been formed to make a recommendation to P. Cruzado.

5. Discussion of major decisions the members feel we should include in the report. – Dan Davies/Kathy Attebury/Larry Baker
   a. Major Decisions – who was involved and what process.
      i. Matrix has been created.
      1. Kathy/Larry will be talking to groups.
      ii. Added BSC as decision participants.
      iii. Added Sport Funding groups being moved to the Foundation.
      iv. Clarification on terminology – ‘contract was not renewed.’

6. Describe institutions’ governance policies. – Daniel Adams/Diane Letendre
   a. Narrative written.

7. List the decisions in which the governing board or members have been involved. – Daniel Adams/Diane Letendre
   a. Narrative written.

8. Discuss whether governing board decisions are consistent with those of other on-campus units.
   – Diane Letendre/Daniel Adams
   a. Narrative written, subject to final review.

9. Role, authority and input from those listed. – Camie Bechtold/Bob Oakberg
   a. Narrative written.

10. Control of booster groups etc. on clear authority of the institution. – Doug Alexander/Larry Baker
    a. Need to gather documentation.
    b. Writing narrative.
c. Michael will post additional documentation from Foundation.
   i. Gamble Memo
   ii. MOU regarding AD authority.
   iii. Certify there are no paid employees on the Foundation Board.

d. Audit reports are posted. – Daniel Adams
   i. Write narrative regarding audit report.

11. Composition of Athletics Board (UAC). – Camie Bechtold
    a. Posted in Knox.
    b. Complete!

12. Control of budget etc. maintained under President Cruzado or her designee. – Tom McCoy
    a. Workgroup has been formed to make a recommendation to P. Cruzado.

13. President Cruzado review of budget to same extent as she reviews other departments’ budgets.
    – Tom McCoy
    a. Workgroup has been formed to make a recommendation to P. Cruzado.

14. President’s annual review of dashboard indicators. – Tom McCoy
    a. Workgroup has been formed to make a recommendation to P. Cruzado.

Data Gathering Update for Operating Principal 1.2

2. Progress made on all plans for improvement – Camie/Diane
   a. Narrative written, subject to review.

3. Describe any additional plans for improvement/recommendations.

4. Ensures that rules compliance is a central element in personnel matters for individuals w/in Athletics. – Dan Davies.
   a. Writing narrative.

5. Ensures rules compliance is a central element in personnel matters for individuals outside the department. – Bonnie Ashley/Diane
   a. Data gathering.
   b. Writing narrative.

6. Provide the names and titles of the institutional staff outside the dept who has ultimate responsibility in determining student athletes’ admissions – Bonnie Ashley
   a. Subject to recommendation from Taskforce.

7. Provide names and titles of the individuals having final authority for the institution’s rules compliance. – Terry Leist/Tom McCoy
   a. Subject to recommendation from Taskforce.

8. Identify the individuals inside/outside the dept who have rules compliance responsibilities. – Terry Leist
   a. Complete

9. Institutional policies. – Terry Leist
    a. Complete.

10. Institution’s written compliance policies and procedures are communicated on an annual basis. –Bob Oakberg/Diane Letendre
    a. Complete

11. Rules education efforts for all individuals associated with the dept. - Camie
    a. Complete

12. Institution’s most recent rules compliance evaluation. - Camie
    a. Complete

13. – 15. Rules compliance evaluation – Daniel/Larry/Pam Merrell
a.  13 – Complete.
b.  14 – Data Gathering/Writing narrative.
c.  15 – Data Gathering/Writing narrative.
  i. Need more staff to do compliance effectively.
  ii. Internal Audit can help.
16. Report from the institution’s most recent rules compliance eval.
   a.  Complete
17. Plans for improvement. – reserve for later.
   a.  Note any plans for improvements needed.

For the next meeting:
Review narratives posted on Knox.
   Note in red:
   1. Do we still need supporting documentation?
   2. Do we need a plan for improvement?

The Governance draft should be complete and ready to submit to the NCAA Steering committee by the end of December.

Next Meeting:
November 9 @ 11:00, President’s Conference Room