NCAA Governance SubCommittee  
November 9, 2010: 11:00am - 12:00pm  
Minutes

Attendees:  
Tom McCoy, Chair  
Daniel Adams  
Doug Alexander  
Larry Baker  
Camie Bechtold  
Dan Davies  
Terry Leist  
Pam Merrell  
Bob Oakberg  
Glenn Puffer  
Pam Merrell  
Diane Letendre

Steering Committee Update  
• Camie will coordinate One Team efforts.  
• Peer Review Team Chair  
  ○ Chancellor Rita Cheng – Southern Illinois University – Carbondale  
• Site Visit – September 13-15, 2011

Data Gathering Update for Operating Principal 1.1

2. Progress on Plan Report from Last Certification.  
   a. Evaluations – Dan Davies  
      i. Narrative written.  
   b. FAR – Bob Oakberg  
      i. Documents making the rounds through official channels.  
      ii. Add language to show a plan for a backup when the FAR is not able to perform  
          his duties.  
   c. Financial – Daniel Adams/Michael Stevenson  
      i. Narrative written.

3. Any additional plans. – Glenn Puffer/Camie Bechtold  
   a. One Team Report & 2007 NCAA Report  
      i. Coordination with other Subcommittees.

4. President Cruzado maintains clear and direct oversight. – Tom McCoy  
   i. Language for narrative will be approved by P. Cruzado.  
   ii. Athletic Director will report directly to the President.  
   iii. Day to day will be delegated to VP of Student Success.  

Discussion:
   iv. Who is responsible for compliance on campus?  
      1. P. Cruzado will send a memo naming who is in charge of compliance –  
         VP of Student Success.  
      2. Who does Camie report to?  
         a. Dotted line to President?  
      3. The norm for most institutions is the Compliance Officer is inside  
         Athletics.  
         a. Some report to:  
            i. Legal Council  
            ii. President  
            iii. Athletic Director  
      4. Who has the authority to make coaches comply?  
1. Language regarding reporting lines.
   vi. AD/VP of Student Success should maintain cooperative relationship.
   1. Regular meetings.
   2. Athletics/Student policies should align.

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. Complete
      ii. Subcommittee should report any items missing from the list.

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.

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. Larry Baker will review docs from Michael Stevenson.
    b. Write narrative regarding audit report - Daniel Adams

11. Composition of Athletics Board (UAC). – Camie Bechtold
    a. Complete.

12. Control of budget etc. maintained under President Cruzado or her designee. – Tom McCoy
    a. Receive input from P. Cruzado regarding narrative.

13. President Cruzado review of budget to same extent as she reviews other departments’ budgets. – Tom McCoy
    a. Receive input from P. Cruzado regarding narrative.

14. President’s annual review of dashboard indicators. – Tom McCoy
    a. Receive input from P. Cruzado regarding narrative.

15. Plans for Improvement
    a. Subcommittee should report items that are in need of improvement.
       i. If the item is corrected during the review process, we do not need to report a plan for improvement.
       ii. If it's something that takes more than we need, then we need a plan for improvement.

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.
      i. Classified Staff will be updated at their next performance evaluation.
5. Ensures rules compliance is a central element in personnel matters for individuals outside the department. – Bonnie Ashley/Diane
   a. Narrative written.
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. Narrative written.
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. Policies – creating new policies to be approved.
      i. Drafted:
         1. APP
         2. Extra Benefits
      ii. Amateurism – needs to be drafted.
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.
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.

Recommendations to P. Cruzado:
- Compliance should have another FTE.
- How is compliance handled now? (What if Camie leaves?)
  o Compliance is invested in all employees in Athletics.
  o Some do have compliance experience.
  o Part-time clerical position split between business office and compliance.
    ▪ Collecting documentation for monitoring.

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

**Next Meeting:**
November 23 @ 11:00, President’s Conference Room