NCAA Steering Committee Meeting Minutes
November 3, 2006

*In attendance:* Mary Voves, chair, Michael Allen, MJ Brukardt, Bob Campbell, Laurie Connelly, Linda Darr, Scott Finnie, Brian Grinder, Jon Hammermeister, Frank Nelson, James Ochwa-Echel, Pam Parks, Robin Pickering, Chris Valeo

*Absent:* Rodolfo Arévalo, Darren Hamilton, Elizabeth Kissling, Vince Lemus, Tom Lienhard, Stacy Olson, Erin Snodgrass, Stephanie Ulmer, Marcus Walker, Ines Zozaya-Geist

Chair Mary Voves welcomed new Steering Committee members Bob Campbell, Linda Darr, and James Ochwa-Echel to the meeting. She noted that Board of Trustee member Ines Zozaya-Geist will join us by conference call for future meetings and Michael Westfall, new vice president of Advancement, will participate when he arrives at Eastern later in November. Curly Rousseau and Geri Scott have also agreed to participate on the Governance and Academic Integrity subcommittees, respectively.

**Subcommittee Progress Reports**

Chris Valeo, chair of Gender Equity and Student Wellbeing reported that Stephanie Ulmer, the student member of the subcommittee will not be able to attend meetings but will serve as an advisor to the group, providing the student-athlete perspective as drafts are reviewed. The subcommittee members have met and assessed the process for their data gathering. Pam Parks has outlined the information for Gender Issues 1 through 6 and is organizing a diverse task force to assist with the observational data gathering, which will also help encourage campus community buy-in to the report. Laurie Connelly is coordinating the information in regard to university policies and the community, state and federal regulatory context. The subcommittee is scheduled to meet in early December to compile all the data then finetune the report in January.

Frank Nelson, chair of Governance and Compliance reported that the subcommittee has completed Operating Principle 1.1 and has identified which sections each member will address. He thanked Laurie Connelly for being a good resource for data relevant to the Board of Trustees’ information and will be using Pam Parks and Mike Allen for assistance in data gathering. Frank also distributed the URL for the Sacramento State University self study which he said would be a strong model for Eastern to use as we finalize our self study report. Sacramento will be having its site visit later this month and can provide us with some additional guidance on that process. The URL is [www.hornetsports.com](http://www.hornetsports.com).

Jon Hammermeister, chair of the Academic Integrity subcommittee reported for chair Liz Kissling who was teaching a class. The subcommittee has met twice and outlined the data needed and assigned tasks to individual members. The Steering Committee offered the resources of Frank Nelson and Linda Darr as well as Pam Parks in regard to the historical data needed. Frank noted that he has relevant data, including comparisons with non-athlete students useful for the Academic Integrity section.
Vince Lemus, chair of Diversity, was not in attendance and no report was offered.

Mary Voves suggested that MJ look into taping the November 14 video conference for individuals who cannot attend. She then reviewed the advance materials for the videoconference distributed to all Steering Committee members. She highlighted the yellow “Top 10 Issues” sheet for review and encouraged the group to come to the conference with questions.

As of the time of the meeting, MJ and Frank were unable to access the list of proposed review team members (they are working with Kimberli to solve the technical problems). The proposed names will be distributed before the Nov. 14 conference; Steering Committee members are asked to review the names with an eye to assuring that they are from peer institutions so they have an understanding of the issues that Eastern faces.

Mary Voves will be meeting with Darren Hamilton to address the financial issues facing Eastern Athletics so that a plan can be in place as soon as possible and incorporated into our self study report. She will also address the faculty Senate this month to encourage faculty to provide feedback early. MJ noted that we are implementing our communication plan and that a website for the self-study would soon be ready.

The next meeting of the Steering Committee is December 8 from 1-3 pm in PUB 261. Progress reports from the Subcommittee Chairs are due to MJ by December 1.

Mary Voves adjourned the meeting.