REPORT OF THE NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
DIVISION I ADMINISTRATION CABINET

The NCAA Division I Administration Cabinet submits this report from its June 30, 2009, in-person meeting in Indianapolis, Indiana.

***KEY ITEMS*.**

1. **Annual Review/Advancement of Provisional/Reclassifying Members.** The cabinet reviewed the progress of all 18 institutions currently in the process of reclassifying their sports programs to Division I active status. Specifically, the group reviewed the annual reports and updated strategic plans for all reclassifying and provisional members and focused on whether such institutions were meeting all applicable legislative requirements and were responsive to feedback provided to the institution the previous year by the former Division I Management Council Membership Subcommittee. The cabinet agreed to recommend to the Leadership Council that Kennesaw State University, New Jersey Institute of Technology, North Florida University and Utah Valley University, all institutions in their final year of the reclassifying or provisional membership process, be elected to active Division I status. Further, the cabinet recommends to the Leadership Council that University of Central Arkansas [women's soccer and baseball], Florida Gulf Coast University [women's volleyball and baseball], Presbyterian University [softball and men's tennis], University of South Carolina, Upstate [softball and men's soccer] and Western Kentucky University [FCS to FBS] be elected to active Division I multidivisional membership status in the identified sports. Each institution is completing its final year of the multidivisional reclassification process in the applicable sport.

2. **Committee appointment process**. The cabinet is continuing to look for ways to enhance the committee appointment process and is focused on ensuring that all 31 multisport conferences are fairly represented in the appointment process and that the cabinet is well positioned to identify the best nominees for specific committee vacancies. Accordingly, the cabinet is recommending outreach to the multisport conferences, including a conference call between the cabinet chair and conference office personnel, to ensure the conferences have a thorough understanding of the appointment processes and support best practices.

3. **Division I governance assessment.** While the new Division I governance structure is still in its first year of operation, the cabinet, with the help of the NCAA research staff, is in the preliminary stages of seeking to develop an assessment plan to determine if the new structure is achieving its stated goals and objectives. Plans call for the assessment to include: roster tracking, test cases whereby policy issues are tracked through the governance process, exit surveys to those serving in the structure, interviews with those in leadership positions and yearly reports from staff liaisons.

4. **Cost- saving measures**. During its September meeting, the cabinet's first agenda item will be to conduct a review of NCAA bylaws that fall under its purview to seek to identify possible legislative changes that could ultimately result in cost savings for member institutions.

***ACTION ITEM*.**

1. **Legislative Items**.

- None.

2. **Nonlegislative Items.**

- Annual Review/Advancement of Provisional/Reclassifying Members. The cabinet reviewed the progress of all 18 institutions currently in the process of reclassifying their sports programs to Division I active status. Specifically, the group reviewed the annual reports and updated strategic plans for all reclassifying and provisional members and focused on whether such institutions were meeting all applicable legislative requirements and were responsive to feedback provided to the institution the previous year by the former Division I Management Council Membership Subcommittee. The cabinet agreed to recommend to the Leadership Council that Kennesaw State University, New Jersey Institute of Technology, North Florida University and Utah Valley University, all institutions in their final year of the reclassifying or provisional membership process, be elected to active Division I status. Further, the cabinet recommends to the Leadership Council that University of Central Arkansas [women's soccer and baseball], Florida Gulf Coast University [women's volleyball and baseball], Presbyterian University [softball and men's tennis], University of South Carolina, Upstate [softball and men's soccer] and Western Kentucky University [FCS to FBS] be elected to active Division I multidivisional membership status in the identified sports. Each institution is completing its final year of the multidivisional reclassification process in the applicable sport.

***INFORMATION ITEMS*.**

1. **Governance Updates.**

a. Reports of the Administration Cabinet. The cabinet received the report of the February 13 - 14, 2009, Administration Cabinet meeting and approved the interim actions of the Administrative Committee of the Administration Cabinet.

b. Governance Reports. In keeping with Division I's efforts to enhance the level of governance communication and develop a more coordinated governance agenda, the cabinet received status reports from the Communications and Coordination Committee, the Board of Directors, the Leadership Council, the Legislative Council and the Division I Student-Athlete Advisory Committee. [Note: During the discussion of governance reports, the cabinet again noted the importance of effective communication to the overall success of the new governance structure and the need for all materials to be available on the NCAA Website in a form that is not password protected. Members also suggested that all supplements be included in one PDF file for easier review by both cabinet members and the membership.]

2. Cost savings bylaw review. The cabinet was informed that the Division I Board of Directors asked the councils and cabinets to think creatively about possible changes to bylaws under its purview that could provide financial relief to member institutions. Given its jurisdiction, the Administration Cabinet members received a copy of bylaws pertaining to governance, committee selections and the membership process and were asked to review these bylaws with an eye towards suggesting possible legislative amendments that could result in cost savings. Once the supporting technology is in place, the members will be asked to share their thoughts and ideas over the course of this summer. Cabinet members were instructed to come to the September meeting prepared to further explore potential cost saving ideas as it was suggested that this item be the first topic discussed at that meeting.

3. Issues pertaining to Division I membership.

a. Update on the Leadership Council's discussions regarding membership issues. The cabinet received an update on the Leadership Council's efforts-to-date to develop new Division I membership standards and discuss how the cabinet could be of assistance to the Council's efforts. Based on its experience with the current membership process, the cabinet agreed to forward to the Leadership Council some common concerns identified among institutions currently moving through the reclassification or provisional membership process that may be of assistance to the Council as it continues its discussion of Division I membership requirements. Such concerns included: poor academic performance rates, the financial aid budget [sources of funding predominantly being student fees or institutional funds outside the athletics department], the role of conferences as gatekeepers, staffing responsibilities [a lack of full-time staff members, full-time staff members performing

multiple administrative tasks], compliance/monitoring rules violations, low attendance numbers [marketing strategies] and commitment to diversity.

b. Annual Review/Advancement of Provisional/Reclassifying Members – Review of Updated Strategic Plans and Annual Reports. The cabinet reviewed the progress of all 18 institutions currently in the process of reclassifying the sports programs to Division I active status. Specifically, the group reviewed the annual reports and updated strategic plans for all reclassifying and provisional members and focused on whether such institutions were meeting all applicable legislative requirements and were responsive to feedback provided to the institution the previous year by the former Division I Management Council Membership Subcommittee. The cabinet advanced the following institutions to the next year of the membership reclassification process**:**

(1) Provisional Membership [New members].

- Houston Baptist University – Year Two

(2) Reclassifying Membership [Division II to Division I].

- Year Four

  California State University, Bakersfield
  University of Central Arkansas

- Year Three

  Florida Gulf Coast University
  University of South Carolina, Upstate
  Presbyterian University

- Year Two

  Bryant University
  North Dakota University
  Seattle University
  South Dakota University
  Southern Illinois, Edwardsville University

(3) Multidivisional Membership [Division II to Division I in one men's and or one women's sport other than football and basketball].

- Year Two

  Bryant University [men's lacrosse and women's field hockey]
  Seattle University [men's and women's soccer]
  South Dakota University [men's and women's outdoor track and field]
  Southern Illinois, Edwardsville University [men's soccer and softball]

(4) Deferrals.

The cabinet deferred any decision to advance North Carolina Central University and Winston Salem State University until such time as it has the opportunity to review additional requested information.

c. Recommended modification to current practices regarding the reclassification or provisional membership process. Given the cabinet's concern about the quality of some of the strategic plans presented by transitioning members, the cabinet agreed that all future submissions of institutional updated strategic plans should be approved and signed by the institution's president or chancellor. Further, the cabinet approved a motion to direct the staff to provide to the Committee on Athletics Certification all cabinet feedback letters provided to each institution to assist the committee in addressing potential concerns related to any of the certification operating principles**.**

d. Waiver of Minimum Women's Sports Sponsorship Requirements – Bylaw 20.9.4.2-Virginia Military Institute. The cabinet used its authority pursuant to Bylaw 20.9.4.2 to approve a waiver of the minimum women sports sponsorship requirements for Virginia Military Institute for the 2009-10 academic year.

4. Committee Appointments.

a. Debrief from February meeting. The cabinet reviewed information compiled after its February meeting regarding the number of nominations and the distribution of appointments by conferences. The cabinet discussed the fact that while numbers cannot tell the whole story and it is too early in the process to draw any conclusions, the cabinet must continue to monitor the appointment process to ensure it is fair to all 31 multisport conferences. The cabinet further discussed the need to ensure all conferences have a thorough understanding of the nomination and committee selection processes so that the conferences put their best candidates forward for the current committee openings. The cabinet recommended that a conference call be arranged between the Administration Cabinet chair and the appropriate personnel from the conference offices to discuss the nomination and appointment processes and to share some suggested practices. The cabinet also recommended that at its

September meeting, each cabinet member be assigned one of the 10 conferences currently not represented on the cabinet with the idea of the assigned cabinet members becoming more familiar with the nominees of the non-represented conferences.

b. Review of nominating form. The cabinet again discussed the importance of ensuring that individuals interested in being appointed to committees are required to provide a specific statement explaining why their interests and qualifications make them well suited for the committee. The cabinet suggested renaming the current qualification section of the nomination form the "Statement of Interests and Qualifications." The cabinet also suggested moving that section earlier in the form and asked the staff to work with its computer programming support to remove the requirement that the multisport conferences must include information in that section prior to being able to forward the nomination form to interested candidates. The cabinet reiterated the point that it does not want to make the nomination process more labor intensive for the conferences, but it does want to ensure it is easier to identify the most qualified candidates for the committees.

c. Update on efforts to enhance the level of diversity serving in the governance structure. The cabinet was reminded that the issue of enhancing the gender, racial, ethnic and positional diversity within the governance structure is a priority for the leadership bodies in Division I and the cabinet should play a part in seeking to identify creative strategies to bring about improvement. The cabinet was additionally informed that the Faculty Athletic Representative community has expressed a keen interest in seeing the number of faculty serving throughout the whole of the Division I structure increased.

d. Committee nominations. The cabinet approved appointments to Division I and Association-wide committees. A list of the appointments and reappointments is attached. (Attachment) [Note: In making appointments, the cabinet modified its previous process to consider the complete slate of nominees as submitted from the conferences to ensure every legislatively qualified nominee was considered.]

5. Update and conversation regarding the development of a governance assessment tool. The cabinet received an update from the NCAA research staff regarding plans to conduct an assessment of the new Division I governance structure. As part of this update, the cabinet was informed that the assessment will involve a multitude of measures including: roster tracking, test cases whereby policy issues are tracked through the governance process, exit surveys, interviews with those in leadership positions and yearly reports from staff liaisons. During its September meeting, the cabinet will be provided an opportunity to

both discuss the timeline for the assessment process and provide supporting details regarding the development of the necessary surveys and interview scripts.

6. **Life and Work Balance Initiative.** The cabinet received an update on the NCAA's work-life balance initiative and learned more about the various resources available to help member institutions explore ways to develop more supportive environments. The cabinet was reminded that the NCAA Executive Committee asked each division to explore the development of additional policies and possible legislative changes that could enhance the overall level of balance. The cabinet members discussed the fact that while it is easy to conceptually support efforts to enhance work-life balance in a culture that focuses so much on competition, it is often difficult to see meaningful changes unless such changes are mandated. The cabinet began sharing preliminary ideas on the topic with the plan to have a more in-depth discussion during its September meeting.

Cabinet chair:	*Rob Halvaks, Big West Conference*
Cabinet liaisons:	*Beth DeBauche, governance*
	Steve Mallonee, academic and membership affairs
	Delise O'Meally, membership and governance
	Dave Schnase, academic and membership affairs
	Sharon Tufano, governance