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MEMORANDUM

June 1, 2012

TO: NCAA Division I Championships/Sports Management Cabinet Administrative Committee.

FROM: Joni B. Comstock
Senior Vice President of Championships and Alliances

David W. Schnase
Managing Director of Academic and Membership Affairs.

SUBJECT: Agenda and Supplements for June 19, 2012, Meeting.

Enclosed are the NCAA Division I Championships/Sports Management Cabinet Administrative Committee agenda and supplements for the June 19, 2012, meeting, to be held at the Hyatt Regency Indianapolis, One South Capitol Avenue, Indianapolis (telephone: 800/233-1234) in the Vision room from 6 to 9 p.m. [Note: The dress for the meetings is business casual.]

Carol Reep, associate director of championships and alliances, will attend the meeting as a secondary liaison to the cabinet.

If you have any questions, please call us. We look forward to seeing you.

JBC/DWS:jb

Enclosures

cc: Selected NCAA Staff Members

NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
DIVISION I CHAMPIONSHIPS/SPORTS MANAGEMENT CABINET
ADMINISTRATIVE COMMITTEE
JUNE 19, 2012, MEETING

MEETING SCHEDULE

Tuesday, June 19 – Hyatt Regency

6 to 9 p.m.	Administrative Committee meeting (dinner included). *Location: Vision Room*

[Note: Indianapolis Weather Averages for the meeting timeframe in June, Hi 82 and Low 63.]

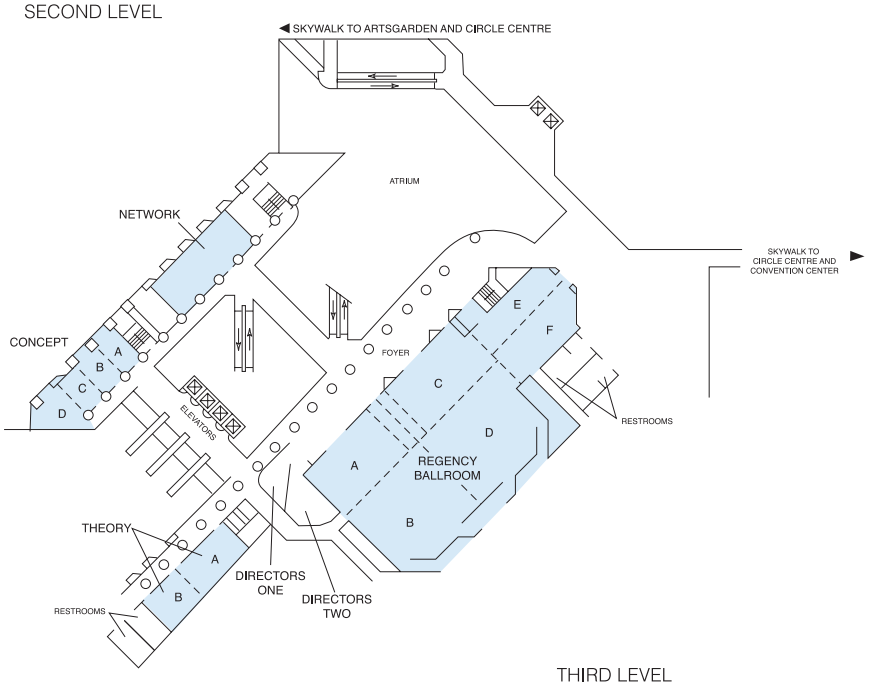
Hyatt Regency Indianapolis

at State Capitol

DIRECTIONS

From Indianapolis International Airport (8 miles): Take I-70 East to downtown. Exit at Illinois St. North (79B). Proceed to Washington St. Turn left. Go one block to Capitol Ave. Turn left. Hotel is on left.

SECOND LEVEL



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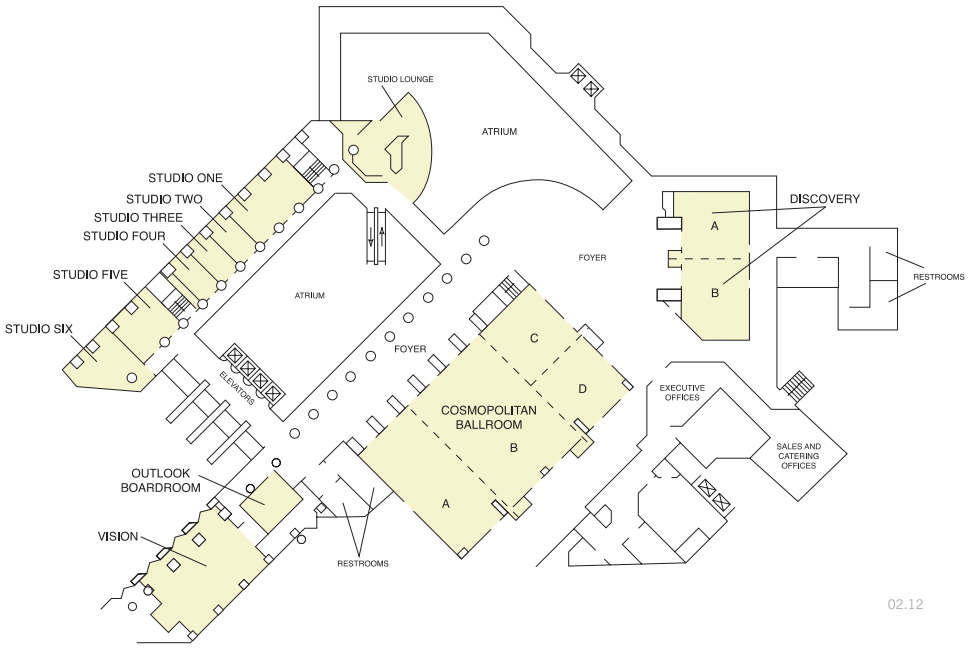

A G E N D A

National Collegiate Athletic Association

Division I Championships/Sports Management Cabinet Administrative Committee

Hyatt Regency Hotel — June 19, 2012
Room: Vision — 6 to 9 p.m.

1. Welcome. (Judy Rose)

2. Review of the NCAA Division I Championships/Sports Management Cabinet agenda for the in-person meeting June 20, 2012. [Supplement No. 1] (Rose)

3. Misconduct appeal. (Rose)

4. Reengineering of the cabinet's work and business. [Supplement No. 2]

   Background: *The cabinet will be asked to identify ways in which future work will be conducted which including: greater strategic oversight of groups reporting to the cabinet, enhancing communication with the membership regarding all championships and sport related matters; and the development of procedures and best practices to ensure effective operations of the cabinet.*

5. Budget. (Dave Schnase)

6. Consent package. [Supplement No. 3]

   Background: R*outine matters such as approving the appointment of new committee chairs and the automatic qualification (AQ) of conference teams have been pulled from the sports committee supplements and placed in a consent package for cabinet approval. Any item may be removed from the consent package at the request of a cabinet member.*

7. New cabinet chair discussion/vote.

8. Administrative committee appointments.

9. Sport committee liaison appointments.

10. Other business.

11. Adjournment.

SUPPLEMENT NO. 1

A G E N D A

National Collegiate Athletic Association

Division I Championships/Sports Management Cabinet Meeting

Hyatt Regency Indianapolis — June 20, 2012
Room: Regency AB — 8 a.m. to 2:30 p.m.

1. Welcome and opening remarks. (Judy Rose)

2. Review minutes from the NCAA Division I Championships/Sports Management Cabinet February 15, 2012, meeting. [Minutes were sent previously to all cabinet members.] [**Action anticipated.**]

3. Report from the NCAA Division I Championships/Sports Management Cabinet Administrative Committee June 19 meeting. (Judy Rose) [No action anticipated.]

4. Consent package. [Supplement No. 1] [**Action anticipated**.]

   Background: R*outine matters such as approving the appointment of new committee chairs and the automatic qualification (AQ) of conference teams have been pulled from the sports committee supplements and placed in a consent package for cabinet approval. Any item may be removed from the consent package at the request of a cabinet member*.

5. Cabinet Policies and Operating Procedures. [Supplement No. 2] [No action anticipated.]

   Background: *The Cabinet Policies and Operating Procedures have been updated.*

6. Report from the NCAA Division I Leadership Council, NCAA Division I Board of Directors and NCAA Executive Committee April 2012 meetings. (Jackie Campbell) [No action anticipated.]

7. Report from the NCAA Division I Student-Athlete Advisory Committee. (Logan Roberts) [No action anticipated.]

8. Remarks from Mark Lewis, executive vice president of championships and alliances.

9. Runner-up team protocol for championship awards. (Joni Comstock) [No action anticipated.]

10. Travel update. (Juanita Sheely) [Supplement No. 3 – to be distributed at a later date] [No action anticipated.]

11. Reengineering of the cabinet's work and business. [Supplement No. 4] [No action anticipated.]

    Background: *The cabinet will be asked to identify ways in which future work will be conducted including: greater strategic oversight of groups reporting to the cabinet, enhancing communication with the membership regarding all championships and sport related matters; and the development of procedures and best practices to ensure effective operations of the cabinet.*

12. Per diem reimbursement proposal for NCAA preliminary round competition. [Supplement No. 5] (Tom Douple)

    Background: *The cabinet will be provided a funding recommendation for the next budget cycle for per diem expenses for individual/team championships that do not currently receive NCAA reimbursement in their qualifying/preliminary rounds.*

13. Championships financial updates. (Keith Martin) [No action anticipated.]

14. Bowl certification revisions. (Martin) [No action anticipated.]

    Background: *The cabinet will be provided an update on bowl certification revisions and administrative policy discussions resulting from the current work of the NCAA Bowl Licensing Task Force.*

15. Modifications to misconduct appeals process. (Comstock) [Supplement No. 6] [No action anticipated.]

Background: The *cabinet will be provided an update on the status of the modifications to the misconduct appeals process.*

16. Failure to adhere to championship administrative policies and procedures. (Comstock) [Supplement No. 7 - to be distributed at a later date] [No action anticipated.]

17. Sports committees' recommendations regarding Division I and National Collegiate Championships. (Committee or liaison listed in parenthesis) [**Action anticipated**.]

Background: *The cabinet will review informational items and formulate a position and/or offer suggested modifications regarding the action items contained in the following sport committee requests:*

a. NCAA Division I Men's Basketball Committee. [Supplement No. 8] (Mario Moccia) [No action anticipated.]

b. NCAA Division I Women's Basketball Committee. [Supplement No. 9] (Rose) [No action anticipated.]

Background: *The cabinet will receive an update on items discussed at the Final Four meeting.*

c. NCAA Division I Field Hockey Committee. [Supplement No. 10] (Carol Reep) [**Action anticipated.**]

Background: *The cabinet will be asked to approve conference AQs and a new committee chair.*

d. NCAA Division I Football Championship Committee. [Supplement No. 11] (Greg Burke) [**Action anticipated.**]

Background: *The cabinet will be asked to approve a new committee chair. The cabinet will also be provided information on various topics specific to the championship, including bracket expansion the expanded use of instant replay.*

e. NCAA Division I Men's Golf Committee. [Supplement No. 12] (Rick Villarreal) [No action anticipated.]

Background: *The cabinet will be provided information specific to preliminary round per diem funding in the next budget cycle.*

f. NCAA Division I Women's Golf Committee. [Supplement No. 13] (Carrie Coll) **[Action anticipated.]**

Background: *The cabinet will be provided information specific to preliminary round per diem funding in the next budget cycle.*

g. NCAA Division I Men's Soccer Committee. [Supplement No. 14] (Tom Hickman) **[Action anticipated.]**

Background: *The cabinet will be asked to approve Division I men's soccer officials and an increase in the number of official's selection criteria on site at the 2012 NCAA Men's College Cup. The cabinet will be asked to approve conference AQs and a new committee chair.*

h. NCAA Division I Women's Soccer Committee. [Supplement No. 15] (Shelley Appelbaum) **[Action anticipated.]**

Background: *The cabinet will be asked to approve conference AQs and a new committee chair.*

i. NCAA Division I Men's and Women's Swimming and Diving Committee. Supplement No. 16] (Carrie Coll) [**Action anticipated**]

Background: *The cabinet will be asked to approve a request by the* Men's and *Women's Swimming and Diving Committee that would allow it to review current participant numbers, with the goal of developing a recommendation for an increase of the field size for the men's and women's championships in the next budget cycle.*

j. NCAA Division I Men's and Women's Tennis Committee. [Supplement No. 17] (Kenneth Kavanagh) [No action anticipated.]

Background: *The cabinet will be provided information related to preliminary round per diem funding in the next budget cycle.*

k. NCAA Division I Men's and Women's Track and Field Committee. [Supplement Nos. 18a, 18b and 18c] (Douple) **[Action anticipated.]**

Background: *The cabinet will be asked to approve a recommendation to change the format for indoor track and field championships and receive information related to preliminary round per diem funding in the next budget cycle.*

l. NCAA Division I Women's Volleyball Committee. [Supplement No. 19] (NCAA staff) **[Action anticipated.]**

Background: *The cabinet will be asked to approve an increase in the bench size and conference AQs. The cabinet will receive information on the use of additional selection resources, and the elimination of the Saturday and Sunday format option for first- and second- round competition.*

m. NCAA Men's Water Polo Committee. [Supplement No. 20] (Paula Smith) **[Action anticipated.]**

Background: *The cabinet will be asked to approve conference AQs. The cabinet will receive information on the Rating Percentage Index (RPI) pilot program.*

n. NCAA Women's Water Polo Committee. [Supplement No. 21] (Smith) **[Action anticipated.]**

Background: *The cabinet will receive information specific to a site change that will be required for the 2013 National Collegiate Women's Water Polo Championship.*

o. NCAA Division I Wrestling Committee. [Supplement No. 22] (Jim Fallis) **[Action anticipated.]**

Background: *The cabinet will be asked to approve conference AQs. The cabinet will be asked to support further evaluation and development of a team championship that would be separate from the current individual championships, as well as, an adjustment in the prioritization of the "bronze" selection criteria. The cabinet will also receive updates on many informational items specific to the sport.*

18. Report of the NCAA Division I Men's Basketball Issues Committee. [Supplement No. 23 - to be distributed at a later date] (Rick Hart) **[Action anticipated.]**

19. Report of the NCAA Division I Women's Basketball Issues Committee. [Supplement Nos. 24a and 24b] (Barbara Burke) [No action anticipated.]

    Background: *The cabinet will be provided information regarding the women's basketball recruiting model.*

20. Report of the NCAA Division I Football Issues Committee. [Supplement No. 25] (NCAA staff) [No action anticipated.]

    Background: *The cabinet will be provided several informational items to review.*

21. Report of the Committee on Competitive Safeguards and Medical Aspects of Sports (CSMAS). [Supplement No. 26 - to be distributed at a later date] (Connie Dillon) [**Action anticipated.]**

22. Report of the NCAA Olympic Sports Liaison Committee. [Supplement No. 27] (Raynoid Dedeaux) [No action anticipated.]

    Background: *The cabinet will be provided informational items regarding the strategic plan generated at the September 2011 in-person meeting, the NGB/OSLC/USOC Task Force, training expenses and a status update on legislation proposed as part of the 2012 legislative process.*

23. Report of the Playing Rules Oversight Panel. [Supplement No. 28] (Fallis) [No action anticipated.]

    Background: *The cabinet will be provided an update on any rules changes that would impact championships execution or financial implications for implementation.*

24. Legislative update. [Supplement No. 29] (Kris Richardson) [No action anticipated.]

    Background: *The cabinet will receive an update on legislative proposals of interest to the cabinet.*

25. NCAA Working Group on Collegiate Model – Enforcement presentation. [Supplement No. 30] (Tom Hosty) [No action anticipated.]

    Background: *The cabinet will receive an overview from NCAA staff on the Enforcement Working Group's efforts.*

26. NCAA Working Group on Collegiate Model – Rules presentation. [Supplement No. 31] (Dave Schnase) [No action anticipated.]

    Background: *NCAA staff will provide the cabinet with a status report, solicit feedback on specific concepts and provide an overview of next steps.*

27. Process for election of cabinet chair. (Rose) **[Action anticipated.]**

28. Future meeting dates and sites.

    a. September 11-12, 2012; national office, Indianapolis.

    b. February 12-13, 2013; national office, Indianapolis.

    c. June 11-12, 2013; national office, Indianapolis.

    d. September 10-11, 2013; national office, Indianapolis.

29. Other business.

30. Adjournment.

NCAA Division I Championships/Sports Management Cabinet
Administrative Committee Meeting Notes from the February 14, 2012

Goals:

1. Establish policy and oversee procedures that support the experience of the NCAA Division I student-athletes in NCAA championships;

2. Provide for participant and membership feedback on championships to ensure that the expectations of the membership are met;

3. Provide effective oversight of committees reporting to or affiliated with the NCAA Division I Championships/Sports Management Cabinet; and

4. Provide for effective communication and ensure appropriate transparency in cabinet matters related to the Division I membership.

Strategies:

1. Ensure effective functioning of the cabinet by establishing objectives, developing metrics, evaluating performance and identifying specific strategies for improvement.

    a. Annually review cabinet objectives, metrics and strategies.

    b. Assign working groups or formal subcommittees for cabinet projects or oversight of specific responsibilities of the cabinet.

    c. Outline expectations and ensure communication with committees reporting to the cabinet; including explaining expectations.

        (1) Annual review of the strategic plan for each sports and issues committee.

        (2) Ensure consistency in how each committee is conducting the business of its committee and decisions.

        (3) Develop expectations related to the committees' charge of serving as an issues as well as sports committee.

(4) Confirm that each sport committee is conducting business consistent with the Division I philosophy and is meeting the expectations of the cabinet.

(5) Ensure that sports and issues committees engage appropriately with affiliated entities (e.g., coaches associations).

d. Review liaison assignments to committees and ensure appropriate orientation and training of new cabinet members, chairs and liaisons.

e. Develop best practices for liaisons to interact with their respective committees.

f. Engage with issues committees of the respective Division I sports to assist with their efforts including legislation that is also supported by the cabinet.

g. Liaisons will have appropriate background and information to represent the cabinet related to the issues committees.

h. Request an annual briefing on the work of the issues committees to include the key issues of the sport and championship.

2. Ensure that there are clear and consistent policies and procedures for championships and sports management oversight.

a. Annual review of the key metrics to ensure that the cabinet has the appropriate information to make informed decisions.

b. Annual review of the finances of the championships.

(1) Review annual detailed expense and revenue reports for each championship.

(2) Review travel and per diem expenses per championship with trends over multiple years.

(3) Annually review financial procedures and address challenges encountered by hosts and the national office.

c. Every two years review the participant feedback from the championships.

d. Annual review of the elements of the championships related to the student-athlete experience including:

(1) Travel party;

(2) Squad size;

(3) Bracket size and principles;

(4) Selection principles and guidelines; and

(5) Awards.

e. Maintain knowledge of national office approaches to site selections and strategies, ensuring their alignment with Division I philosophy.

f. Evaluate the work of regional advisory committees (RAC) and implement improvements when appropriate.

(1) Define expectations for RACs that meet sports committee expectations; and

(2) Confirm attendance and participation of RAC members.

g. Annual review of the participation opportunities in championships relative to gender and participation by student-athletes representing racial minorities.

h. Review sports committee requests to ensure consistency of experience of all student-athletes across all championships.

3. Develop best practices for communication with the membership regarding all championships and sport matters.

a. Develop and use a tracking and communication process for association-wide committees who are associated with the cabinet.

b. Confirm principles for Division I and National Collegiate selections, seeding and bracketing and that the processes for each championship is shared and is as understood and as transparent to the membership, media and fans as possible.

c. Develop and maintain a communications system to communicate with the Division I membership regarding championship and sport matters.

(1) Actions of the Administrative Committee between meetings of the cabinet.

(2) Urgent, time sensitive matters requiring full cabinet participation.

d. Annual review of media related policies.

CONSENT PACKAGE

In consultation with the chair of the cabinet, the staff has identified the following recommendations as noncontroversial or routine in nature. The recommendations will be voted on as a package. Any objection from any member of the cabinet will remove the relevant item from the consent package for separate consideration and a separate vote.

1. NCAA Division I Field Hockey Committee. [Refer to Supplement No. 10 of cabinet agenda.]

   - automatic qualification
   - committee chair

2. NCAA Division I Football Championship Committee. [Refer to Supplement No. 11 of cabinet agenda.]

   - automatic qualification
   - committee chair

3. NCAA Division I Men's Soccer Committee. [Refer to Supplement No. 14 of cabinet agenda.]

   - automatic qualification
   - committee chair

4. Division I Women's Soccer Committee. [Refer to Supplement No. 15 of cabinet agenda.]

   - automatic qualification
   - committee chair

5. Women's Volleyball Committee. [Refer to Supplement No. 19 of cabinet agenda.]

   - automatic qualification

6. NCAA Men's Water Polo Committee. [Refer to Supplement No. 20 of cabinet agenda.]

   - automatic qualification

7. NCAA Division I Wrestling Committee. [Refer to Supplement No. 22 of cabinet agenda.]

   - automatic qualification

8. NCAA Division Women's Basketball Issues Committee. [Refer to Supplement No. 24b of cabinet agenda.]

   - committee chair