

MINUTES OF THE
NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
DIVISION II NOMINATING COMMITTEE

Conference Call

November 17, 2009

Participants:

Anthony Bennett, Fayetteville State University
Mark Corino, Caldwell College
Natalie Cullen, Pittsburg State University
C. Timothy Griggs, Coker College
China Jude, Cheyney University of Pennsylvania, chair
Dan Kenney, University of North Carolina at Pembroke
Wendy Taylor May, University of California, San Diego
Bobby Tucker, Valdosta State University
Stan Wagnon, Lone Star Conference
Sharon Tufano, NCAA

Jaime Lundgren, University of Nebraska at Kearney; and Sue Willey, University of Indianapolis; were unable to participate. Maritza Jones, contractor for Division II, also participated on the call.

[Note: These minutes contain only actions taken (formal votes or stated “sense of the meeting”) in accordance with NCAA policy regarding minutes of all Association entities. While certain items on the committee’s agenda were acted on at various times throughout the meeting, all final actions within a given topic are combined in these minutes for convenience of reference.]

The meeting was called to order at 2:03 p.m. by the chair, Ms. Jude.

1. Approval of previous minutes.

It was VOTED

“To approve the minutes from the October 22, 2009, conference call as distributed.”

2. Review of Division II Strategic Plan. The committee reviewed the Strategic Plan and oversight groups.

3. Review timeline for strategic plan review. Ms. Jones reviewed the timeline for review of the strategic plan by the Division II Planning and Finance Committee, Management Council and Presidents Council.
4. Nominating Committee strategic planning report. The committee discussed and recommended action steps for each of the strategic plan objectives that have Nominating Committee oversight. The final reports are attached.
5. Committee service exit survey goals. Committee members were asked to submit recommended goals/questions to staff by December 1, 2009. The suggested questions will be forwarded to the NCAA research staff to formulate a draft exit survey to be reviewed by the committee at its January 25, 2010, meeting.
6. The meeting adjourned at 3:33 p.m.

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Goal Two: Athletics Operations and Compliance

Commit to institutional control by establishing a system for operations and compliance that is engaged and functioning.

Priority 2.2: Provide leadership and development opportunities for athletics administrators, coaches and faculty.

Oversight: Division II Diversity Project Team, Division II Nominating Committee, Division II Management Council

Action Step 2.2.1:

Initiate communication at the campus and conference level to provide information about committee openings and nominating procedures as a way to assist in soliciting qualified athletics administrators, coaches and faculty to be involved in the governance structure.

PHASE ONE

Research/Data Summary:

A member of the committee asked the conference commissioners to provide their best practices regarding the solicitation of committee nominations. The compiled best practices will be distributed to the commissioners at an upcoming Conference Commissioners Association meeting.

Strengths/Opportunities:

The committee recognizes that conference commissioners play a large role in the solicitation of qualified committee nominations. The Nominating Committee has representation from all regions. That regionalization helps to ensure information is provided to all conferences and that the conferences receive a consistent message regarding committee service.

Challenges/Barriers:

The challenges faced by the Nominating Committee include receiving buy in from the conference offices. Some conference offices are more engaged in the solicitation process than others. In addition, information may not be distributed in a manner that gets the word out on a broad basis.

Goal Two: Athletics Operations and Compliance

Commit to institutional control by establishing a system for operations and compliance that is engaged and functioning.

Priority 2.3: Involve, enhance and recognize the role of athletics administrators, coaches and faculty in the governance process at the local, conference and national levels.

Oversight: Division II Conferences, Division II Nominating Committee, Division II Management Council, Division II Faculty Athletics Representatives

Action Step 2.3.1:

Ensure that committee composition includes a diverse positional make up.

Action Step 2.3.2:

Create committee member exit survey to determine committee service satisfaction.

PHASE ONE

Research/Data Summary:

2.3.1 – The Nominating Committee has created a specific list of preferences for the composition of each Division II general committee. These principles aid the Nominating Committee in making committee appointments that enhance the membership of the committee.

2.3.2 – The compilation of the results of the exit survey will help the Nominating Committee identify areas of concern in committee service. The results can also be used to market favorable aspects of committee service to encourage future committee nominations.

Strengths/Opportunities:

2.3.1 – The Nominating Committee recognizes the benefit of having committee members with different backgrounds and perspectives.

2.3.2 – The exit survey will enable the Nominating Committee to identify and remove barriers and also market positive committee service.

Challenges/Barriers:

2.3.1 – The Nominating Committee at times has difficulty matching the pool of nominees to the criteria/preferences identified for each committee.

2.3.2 – How completely or honestly the exiting committee members complete the survey will affect the usefulness of the survey instrument.

Goal Five: Diversity and Inclusion

Promote diversity and foster an environment of inclusion.

Priority 5.2: Enhance commitment by presidents/chancellors, athletics administrators, coaches, faculty and student-athletes to be advocates for establishing environments that foster diversity and inclusion.

Oversight: NCAA Diversity and Inclusion Staff, Division II Diversity Project Team, Division II Nominating Committee, Division II Conferences, Division II Institutions

Action Step 5.2.1:

Educate the membership on the number of males, females and ethnic minorities within the potential nominee pools in comparison to the number of male, female and ethnic minority nominees in order to promote diversity in the governance structure that resembles that of the potential nominee pool.

PHASE ONE

Research/Data Summary:

The committee can draw on the gender and ethnic diversity data compiled by the NCAA research staff to evaluate potential nominee pools. The Nominating Committee is also tracking the gender and ethnic diversity breakdown of nominees by committee and conference.

Strengths/Opportunities:

The review and generation of this data can help to raise awareness of the discrepancies, if any, between the potential nominee pool and actual nominations. The committee hopes that this awareness will help to increase the number and diversity of nominations submitted for consideration.

Challenges/Barriers:

The data can help identify potential nominees; however, not all individuals are willing or able to commit to committee service.

Goal Five: Diversity and Inclusion

Promote diversity and foster an environment of inclusion.

Priority 5.5: Provide tools and resources to schools and conferences that provide education on the importance, value, benefits and role of diversity and inclusion in higher education and intercollegiate athletics.

Oversight: NCAA Diversity and Inclusion Staff, Division II Diversity Project Team, Division II Nominating Committee

Action Step 5.5.1:

Participate in educational sessions to increase nominations, encourage committee service and provide information on the appointment and selection process.

PHASE ONE

Research/Data Summary:

The committee has created a document housed on the NCAA.org to provide information to potential committee nominees. The conference nominations data compiled by the Nominating Committee will also be provided to the conference commissioners to raise awareness of conference nominations.

Strengths/Opportunities:

The participation of Nominating Committee members in educational sessions provides useful information to potential nominees and helps remove the mystery of committee service. An in-person presentation also helps to put a face to the Nominating Committee and provides a contact person.

Challenges/Barriers:

It can be difficult for potential nominees to locate information on the NCAA Web site. The committee has to identify potential presentation opportunities. It can also be difficult to get individuals interested in attending education sessions (e.g., Convention sessions).