

**PENNSYLVANIA STATE ATHLETIC CONFERENCE
BOARD OF DIRECTORS MEETING - Harrisburg, PA
May 15, 2012**

I. CALL TO ORDER/ATTENDANCE

Chairman Soltz called the meeting to order at 12:45 p.m. May 15, 2012. The following were in attendance:

President David Soltz – Bloomsburg University
President Michelle Howard-Vital – Cheyney University
President Karen Whitney – Clarion University
President Robert J. Dillman - East Stroudsburg University
Interim President James Moran – Edinboro University
Interim President David Werner – Indiana University
President Javier Cevallos – Kutztown University
President Michael Fiorentino – Lock Haven University
Interim President Allan Golden – Mansfield University
President Thomas Gamble – Mercyhurst University
President Francine McNairy – Millersville University
President William Ruud – Shippensburg University
Interim President Charles Curry – Slippery Rock University
President Gregory Weisenstein – West Chester University
Steve Murray, Commissioner

II. REVIEW/REORDERING OF AGENDA ITEMS –

Item added under New Business as **B. Advisory Council Changes**

Mr. Murray informed the Board that upon review of the annual conflict of interest disclosure statements, there were no conflicts of interests among Board members in their conduct of business with the PSAC and their role as Directors.
(Statements on file with PSAC Office)

III. CONSIDERATION OF MINUTES

MOTION: (Dillman) That the minutes of the May 2011 meeting be approved as presented.

SECONDED: (Ruud)

MOTION PASSED

IV. COMMISSIONERS REPORT

Mr. Murray presented the Board with a written report that included encouragement for attendance and participation at the 2013 NCAA Convention and Division II CEO Summit, NCAA/PSAC Rules Seminar in July and other various upcoming and past activities.

V. FINANCE REPORT

A. Finance – Dr. Weisenstein

Dr. Weisenstein presented a packet of information regarding the league's budget history and proposals to the Board of Directors, including a review of the PSAC's intended application for the Division II Strategic Initiative Grant Program.

MOTION: (Ruud) To accept the Proposed 2012-13 PSAC Budget which includes Revenue of \$749,500 and Expenses of \$709,550

SECONDED: (Dillman)

MOTION PASSED

The Board designated the Executive Committee to review the 2012-13 Budget and make appropriate changes if funding from NCAA or other sources changed in the coming months.

SM: 5/17/12

2012-13 Budget Highlights

- PSAC Membership Dues increase of \$500 to \$17,500
- PSAC absorption of 75% of the institutional costs for Sports Officiating Assigning Programs
- PSAC absorption of 75% of the institutional costs on-line film exchange programs for basketball, football and volleyball
- PSAC absorption of 50% of the institutional costs for the Telvent Severe Weather Alert System
- Appropriate salary increases for selected PSAC staff members
- Approval of spending of \$142,000 as required within the NCAA Division II Strategic Initiative Grant program.

MOTION: (Ruud) Be it resolved, that the firm of Lee Ann Plessinger, CPA be appointed as auditor for the fiscal year 2012-13 to serve at the pleasure of the PSAC Board of Directors.

SECONDED: (Cevallos)

MOTION PASSED

MOTION: (Dillman) To adopt the presented "Whistleblower Policy" for inclusion in the PSAC Employee Handbook as recommended in the 2010-11 Annual Audit report.

SECONDED: (McNairy)

MOTION PASSED (Attachment A)

VI. OLD BUSINESS

A. Corporate Partner Program – Mr. Murray

The Board invited Jack Cipoletti of Point Forward to present an update on the PSAC Corporate Partner Program. The Board was presented a sample packet provided to potential sponsors and discussed critical ingredients to a conference corporate partner program.

Key items agreed upon

- That the PSAC retains all marketing and asset rights to league championships regardless of venue of competition.
- A list of potential contacts will be reviewed by the Board prior to further rollout of the program
- A list of assets will be developed for conference championship for review by the Board
- Point Forward will work with the Conference Office to develop a series of policies and procedures for adoption regarding the implementation and development of a corporate partner program for review and adoption for the Board at a later date.

B. PSAC Strategic Plan – Mr. Murray

Commissioner Murray presented an annotated PSAC Strategic Plan to the Board of Directors outlining actions already activated/completed or ongoing. The Board was presented with a set of recommended Action Items for priority during the 2012-13 Fiscal Year. The recommendations are based upon the constituent group surveys completed in the Winter of 2012.

MOTION: (Ruud): To accept the recommended priorities from the PSAC Strategic Plan for implementation during the 2012-13 fiscal year.

SECONDED: (Dillman)

MOTION PASSED

The adopted priorities from the PSAC Strategic Plan for 2012-13 are:

- Action 1.1.5: Recognize student-athlete graduates from member schools in appropriate forums, publications and ceremonies.
- Action 1.3.2: Develop a Health & Safety committee that will review conference policies and activities.
- Action 1.4.4: Encourage Faculty Athletics Representatives (FARs) to take a more active role in promoting student-athlete academic achievements to faculty, staff and alumni of member

campuses.

- Action 2.1.1: Encourage annual/semi-annual meetings on each campus of President, Vice Presidents in charge of athletics (VPs), SAAC leaders, FAR and Athletic Directors (AD) to review campus, conference and NCAA legislative issues.
- Action 2.3.1: Review May PSAC meeting structure to encourage attendance and participation.
- Action 3.1.5: Review conference scholarship maximum and minimums; and coaching staff limitations.
- Action 3.2.2: Review number of mandated and permissible contests for each sport.
- Action 3.5.1: Develop additional means to utilize public address announcements, video, music and other game day media to support positive game environment.
- Action 4.1.2: Create a fast-facts sheet about the league/schools that can be used for recruiting.
- Action 4.4.2: Encourage member institutions to annually review NCAA Division II Model Athletics Department document in evaluation of services, programming and staffing.
- Action 5.2.1: Monitor executive leadership in league (SAAC, Athletics Administrators, Presidents and Advisory Council) to ensure minority and gender representation/balance.
- Action 5.6.2: Develop Conference-wide methods to celebrate Diversity.

VII. NEW BUSINESS

A. Advisory Council Recommendations

1. Consent Items – President Soltz

The Board reviewed the Consent legislative items approved previously by the Chairman, endorsing his position for immediate adoption

MOTION: (Ruud) To ratify the Consent package of recommendations

SECONDED: (Dillman) (Attachment B)

MOTION PASSED

2. Controversial Items – President Soltz

MOTION: (Cevallos) TO EXPAND THE PSAC BASKETBALL TOURNAMENT TO 12 TEAMS FOR THE 2012-13 SEASON

SECONDED: (Whitney)

MOTION PASSED

MOTION: (Gamble) TO EXPAND THE PSAC MEN'S SOCCER TOURNAMENT TO 6 TEAMS FOR THE 2012-13 SEASON

SECONDED: (Ruud)

MOTION PASSED

MOTION: (Golden) TO MOVE TO A 11-MATCH ROUND ROBIN SCHEDULE IN THE SPORT OF FIELD HOCKEY TO DETERMINE POSTSEASON TOURNAMENT SEEDING

SECONDED: (McNairy)

MOTION PASSED

MOTION: (Golden) IN THE SPORT OF FIELD HOCKEY TO REQUIRE AN ADDITIONAL 3 MATCH 'NON-CONFERENCE' SCHEDULE FOR LEAGUE TEAMS BEGINNING WITH THE 2013 SEASON MANDATED IN A SCHEDULE DETERMINED BY THE CONFERENCE OFFICE

SECONDED: (McNairy)

MOTION PASSED

MOTION: (Gamble) THAT THE DIXON TROPHY POINTS SYSTEM BE MODIFIED TO PROVIDE THE AVERAGE FINISH IN ALL CONFERENCE CHAMPIONSHIPS FOR EACH INSTITUTION. THE TROPHY BEING AWARDED TO THE INSTITUTION WITH THE HIGHEST AVERAGE FINISH

SECONDED: (McNairy)

MOTION PASSED

MOTION: (Fiorentino) THAT FOR THE SPORT OF WRESTLING, THE DIXON TROPHY POINT SYSTEM ONLY BE AWARDED BASED UPON THE REGULAR SEASON DUAL MATCHES RESULTS OF THE DIVISION II-SPONSORING INSTITUTIONS AND NOT THE TEAM STANDINGS OF THE INDIVIDUAL TOURNAMENT.

SECONDED (Whitney)

MOTION TO TABLE: (Whitney)

MOTION TO TABLE PASSED

MOTION: (McNairy) THAT THE PSAC SPONSOR NCAA DIVISION II LEGISLATION THAT WOULD MODIFY THE COMPOSITION OF THE DIVISION II CHAMPIONSHIPS COMMITTEE TO INCLUDE ONE REPRESENTATIVE FROM EACH OF THE DIVISION II MULTISPORT VOTING CONFERENCES.

SECONDED: (Ruud)

MOTION PASSED

MOTION: (Ruud) THAT THE PSAC ELIMINATE COMPLIMENTARY PASSES FOR VISITING TEAMS AT LEAGUE EVENTS.

SECONDED: (Whitney)

MOTION PASSED

MOTION: (McNairy) TO REMOVE FROM THE PSAC BYLAWS ARTICLE 14, SECTION 14.3 (PLAYOFFS) REGARDING FIELD SIZE OF PSAC POST-SEASON TOURNAMENTS. ALL REFERENCE TO TOURNAMENT FIELD SIZE PER SPORT WILL BE DOCUMENTED IN THE SPECIFIC SPORTS OPERATING CODES.

SECONDED (Weisenstein)

MOTION PASSED

B. Advisory Council Make-up – Mr. Murray

The Board reviewed a recommendation from Commissioner Murray that would expand the PSAC Advisory Council to 12 members and require a higher threshold of Council Members to vote affirmatively that a recommendation be considered “controversial”

MOTION: (Ruud) To add one (1) Athletic Trainer and one (1) SID to the Advisory Council beginning with the 2012-13 Academic Year. Additionally, that the vote of three (3) members of the Advisory Council be required to move a recommendation to “Controversial” in the legislative process.

SECONDED: (Dillman)

MOTION PASSED

C. Proposals to broadcast selected championships – Mr. Murray

The Board reviewed a proposal from the Pennsylvania Cable Network (PCN) and Fox 56 Sports Wilkes-Barre/Scranton to broadcast selected 2012-13 Championships.

After discussion, the Board directed Commissioner Murray to work with Fox 56 to determine if a “network” of stations could be developed for broadcast of the championship state-wide. If so, to enter into an agreement to broadcast the PSAC Wrestling and Softball championships, if possible. The Executive Committee would determine if the agreement to broadcast is financially feasible for the league at a later date.

D. Selection of Officers and Executive Committee – President Ruud

The Board of Directors held elections of officers based upon nominations submitted by its members. The following were selected:

Chair – Dr. David Soltz, Bloomsburg

Vice Chair – Dr. Javier Cevallos, Kutztown

Treasurer – Dr. Gregory Weisenstein, West Chester

At-Large- Dr. Thomas Gamble, Mercyhurst

At-Large – Dr. Karen Whitney, Clarion

Secretary – Commissioner Steve Murray (non-voting, ex officio)

Assistant Treasurer – Dr. Michael Fiorentino (President, Lock Haven University) (officer but not a member of the Executive Committee)

VIII. OTHER BUSINESS

A. Personnel Issues

The Board met in Executive Session for 20 minutes

The Board voted extended Mr. Murray's contract as commissioner through the 2014-15 fiscal year.

IX. DATE OF NEXT MEETING

The Board asked the Commissioner to work with the PASSHE Offices in order to coordinate meeting dates between the two entities. The Board expects the next Board of Directors meeting to be held in May 2013.

X. ADJOURNMENT

Meeting was adjourned at 4:15 p.m.

Submitted by: Steve Murray, Secretary (5/17/12)

PENNSYLVANIA STATE ATHLETIC CONFERENCE

Whistleblower Policy

General

On May 18, 2010, the Board of Directors of Pennsylvania State Athletic Conference adopted a Statement of Core Values that requires directors, officers, employees, agents, and volunteers to observe the highest standards of ethical conduct and integrity in performing their duties.

Reporting Responsibility

All directors, officers, employees, agents, and volunteers are expected to comply with the Core Values and to report violations or suspected violations in accordance with this Whistleblower Policy. In addition, all directors, officers, employees, agents, and volunteers are expected to report violations or suspected violations of applicable law.

No Retaliation

No director, officer, employee, agent, or volunteer who in good faith reports a violation or suspected violation of the Core Values or applicable law shall suffer harassment, retaliation, or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable directors, officers, employees, agents, and volunteers to raise serious concerns within Pennsylvania State Athletic Conference prior to seeking outside resolution.

Reporting Violations

Pennsylvania State Athletic Conference encourages an open door policy and suggests that directors, officers, employees, agents, and volunteers share their questions, concerns, suggestions, or complaints with someone who can address them properly. In most cases, the Chair of the Board of Directors is the appropriate contact person. However, if the Chair of the Board is not the appropriate contact person in a particular case, then any other member of the Board of Directors or the Commissioner may be an appropriate contact person.

Compliance

The Board of Directors is responsible for investigating and resolving all reported complaints and allegations concerning violations or suspected violations of the Core Values or applicable law.

Accounting and Auditing Matters

The Board of Directors (or a committee designated by the Board) shall address all reported concerns or complaints regarding corporate accounting practices, internal controls, or auditing. The Chair of the Board of Directors shall immediately notify the Board of Directors of any such complaint and work with the Board of Directors (or a committee designated by the Board) until the matter is resolved.

Acting in Good Faith

Anyone filing a complaint concerning a violation or suspected violation of the Core Values or applicable law must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a reportable violation. Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

Confidentiality

Violations or suspected violations may be submitted on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

Handling of Reported Violations

The Chair of the Board of Directors will promptly acknowledge receipt of a reported violation or suspected violation. All reports will be investigated and appropriate corrective action will be taken if warranted by the investigation.

Adopted by the Board of Directors on May 17, 2012

FALL 2011 CONSENT ITEMS

- 1). To present the following individuals with the conference's Administrative Service or Retired Coaches Award:
Mary Gardner, AD, Bloomsburg
Barb Waltman, Lacrosse Coach, Millersville
Rocky Rees, Football Coach, Shippensburg
Jerry Sheska, M Soccer Coach, East Stroudsburg
Kathy Krannenbitter, Lacrosse and Field Hockey Coach, West Chester
- 2). For the sport of Field Hockey, to enter into an agreement with Roberta Butler for assigning of officials for a period of one year, renewable up to three years for the 2012, 2013 and 2014 seasons.
- 3). That in the sport of baseball, bylaw 3.1.4 of the Baseball Operating Code be amended as follows:
If because of weather or other natural causes it becomes impossible to complete the mandated schedule by the 48 hours prior to the PSAC Championship, the following criteria will be used to determine the seeding:
 - a. Total wins ~~Winning Percentage~~ in mandated league play
 - b. Total wins ~~Winning Percentage~~ in head-to-head league play
 - c. Total games played
 - d. Total wins ~~Winning Percentage~~ versus division champion
 - e. Total wins ~~Winning Percentage~~ of opponents in mandated league play in rank order of finish
 - f. Coin toss
- 4). That in the sport of baseball, if an institution is unable to complete the mandated home double-header by Monday at 6:00 p.m., the Conference Office will determine the scheduling of the make-up games.
- 5). That in the sport of tennis, the tournament host shall be added as a "wild card" member of the tennis committee.
- 6). That in the sport of tennis, Bloomsburg will replace Shippensburg on the tennis committee for the 2011-12 academic year due to a coaching change; regular rotation will return in future years.
- 7). That in the sport of tennis, the tennis committee rotation will be modified with East Stroudsburg and West Chester being switched in the sequence.
- 8). That in the sport of tennis, PSAC mandated matches will be played using a 3 doubles played first and then 6 singles matches played second format unless agreed upon by both coaches.
- 9). That in the sport of tennis, Student-athletes must have at least a .500 winning percentage in all matches against PSAC opponents to be nominated for all-conference awards.
- 10). That in the sport of tennis, the brackets for the women's individual singles and doubles championships and the men's doubles championships will expand to eliminate byes. The women's individual bracket would move from 30 competitors to 32 competitors; the women's doubles field would increase from 13 teams to 16 teams; and the men's doubles bracket would move from six teams to eight teams. All additional slots would be based upon postseason success from the previous season; the men's individual field would remain as is because it is currently 16 players and thus a "full" bracket.
- 11). That in the sport of Softball, a 9-team double-elimination tournament bracket be used for the 2nd weekend of Championship play at the Driften Complex (Hazelton, PA) effective spring 2012. Also move the March 20 & 27 games to April 20 & 21 dates respectively.

- 12). That in the sport of Softball, a nine team double elimination championship bracket be accepted with game times at 10:00 am, 1:00 pm and 4:00 pm on days 1-3 and a 12:00 pm start with the if game following on the 4th day.
- 13). That in the sport of softball, the all-conference team (selected for each of the three divisions) will consist of a catcher, 1B, 2B, 3B, SS, 3 Outfield, 2 pitchers, 1 designated player, 1 utility and two at-large selections in each division for a total of 14 players.
- 14). In the sport of Volleyball to adopt the proposed 2012 Mandated PSAC Volleyball Schedule as presented
- 15). In the sport of Basketball, to adopt the following travel partners for the 2012-13 PSAC Mandated Basketball Schedule and future schedules (MC & Gan, Edin & SRU, LHU & Clar, Cal & IUP, Bloom & Mans, ESU & Kutz, WCU & Chey, Mill & Ship) and adopt the presented 2012-13 mandated schedule.
- 16). To adopt the PSAC Mandated Soccer Schedule as presented for the 2012 season.
- 17). That All-PSAC Award media announcements be conducted the week following the conclusion of the regular season, prior to the conference championships.

SPRING 2012 CONSENT ITEMS

- 1). That the PSAC honor former IUP SID Mike Hoffman with a PSAC Administrative Service Award (1997-2011).
- 2). That the PSAC accept the Award of Merit Committee Report recommending that honoring of Pete Vuchovich (Clarion) and Jim Haslett (IUP) with the PSAC Award of Merit.
- 3). That the PSAC require a minimum of 48 completed credit hours for student-athletes to be nominated for the Champion-Scholar Award, presented to the student-athlete at the PSAC Championship Site with the highest cumulative GPA.
- 4). That the PSAC enter into an agreement with Denny Mader as Softball Officiating Assignor for all contests for the 2013 season, renewable annually for up to three years.
- 5). That the PSAC enter into an agreement with Roberta Butler as Lacrosse Officiating Assignor for all contests for the 2013 season, renewable annually for up to three years.
- 6). For the sport of Lacrosse, that mandated matches when teams play on consecutive dates start no earlier than noon and no later than 5:00 pm.
- 7). For the sport of golf, to conduct the PSAC Women's Golf Championship on Friday-Saturday, October 19-20 at The East Course at Hershey Country Club.
Note: The men's championship will be played on October 20-21 as previously scheduled at the Hershey Links Course
- 9). That beginning with the 2012-13 academic year, PSAC member institutions be required to participate in RefPay for payment of game officials in those sports which assign officials through Arbiter. The conference would participate in the format offered by RefPay that removes 1099 documentation from the member institutions (\$1.24/official).
- 9). In the sport of football, to amend bylaw 4.2.3 of the football operating code that states that a player must have played at least 30% (change from 50%) of his total games played at a particular position in order to be nominated for that position.
- 10). That the PSAC mandate use of the Telvent/Weather Sentry only program for all member institutions beginning with the 2012-13 Fiscal Year. Further, that the conference provide funds towards the purchase of this program over the next three years with a 50%, 25% and 15% declining contribution from the league.

11). That in the sport of Wrestling that the PSAC sponsor an individual championship tournament in early December for the 10 sponsoring teams with weight-class champions and a team champion points determined and a regular-season dual match championship for the 6 institutions sponsoring wrestling at the Division II level.

12). In the sport of swimming to use the average of the 16th place finisher from the last three years as the basis for the formula to create qualifying times for each event

Note: Currently, swimming employs the average of the 12th place finishers

13). That the PSAC continue to host the Indoor Track Championship at Edinboro University's facility as the best option for an on-campus facility.