



COMMITTEE ON ATHLETICS

MEETING MINUTES

MEETING DATE: **11/14/2013**
LOCATION: Hawai'i Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
ASAHINA, Audrey	P	MATSUDA, Jennifer	E	WESTFALL-SENDA, Mandy	E		
BROWN, Steven	P	MATSUI, Sandy	P	WITHY, Kelley	P		
CHANG, Williamson	E	NICHOLSON, Peter	P	ZAKESKI, Halina	P		
HWANG, Hyunjoo	P	WELLS, Jenny	P				

SUBJECT	DISCUSSION / INFORMATION
CALL TO ORDER	At 2:00 pm
MINUTES	Steve moved the motion to pass the minutes from Nov. 8 meeting, Jenny Wells second – The minutes passed unanimously.
	Review of Nov. 8 meeting <ul style="list-style-type: none"> (Peter) Thanked committee to have the special meeting on November 8th, 2014. It is valuable to have such a meeting with the admissions officers and COA. This meeting augmented messages emphasizing to hold the ground for standard admissions policies for all students, including athletes. (Steve) it is nice to learn that the new admissions director appears transparent and easily accessible.
	Discussion of New BOR Policy and COA's role: The committee took a look at the new BOR policy (Section 7-8) <ul style="list-style-type: none"> (Peter) The new policy provides the ground for us to monitor equality issues and clarify the authority of the athletic department, the chancellor, the president and BOR. (Kelley): What is the athletic department mission statement? We need to take a look at the mission statement.
	FAR Job description: Peter is in the process of drafting (updating) the job description
	Fall 2013 COA report: Any suggestions? (Steve) <ul style="list-style-type: none"> Keep it clear and simple, use minutes in the past The report is to inform the faculty senate so point out what COA did and what COA will work on. It is common to include in the committee report about the tasks done and tasks to be done.
	Schedule for Spring 2014 meetings <ul style="list-style-type: none"> Tried to find a common day of the week and time that works for all members but decided to ask Kristin to send out an email to all COA members asking about blocks on each weekday, then if needed to set up a Doodle poll.



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	<p>Some of the tasks COA can work on in the future</p> <ul style="list-style-type: none">- (Steve) An issue from last year that may continue – To engage ASUH regarding student fee spending, emailed ASUH and still waiting for a response.- (Kelley) Also need to maintain communications with Student Athletic Association and SAPFB (Student Activity and Program Fee Board) to assess general student athlete satisfaction at UH.<ul style="list-style-type: none">o Sandy (a COA member) informed COA that she is an advisor of Student Athletic Fee Committee (SAFC), which is different from SAPFB, and that SAFC oversees the funds from the \$50 Student Athletic Fee that students pay each semester. She is willing to provide information should the committee (COA) need any information about SAFC. She also suggested a meeting with the SAFC might be useful.- Develop a list of questions to the Athletics department director when he visits faculty senate in spring 2014- (Kelley) We need to develop a list of recommendations for 2014-2015 COA for continuity of the committee work from one year to the next.- (Kelley) For recurring agenda, it would be nice to have a standard procedure for the AD to speak to the Senate. For example, inquiring about the budget happens every year. Having a standard procedure for COA to acquire the budget would be nice.- It would be interesting to check the Athletics department mission statement (does the student comes first? Or other things?)- Attention should be given to many other sports other than football (Halina) – link that to mission statement (Steve)- (Halina) COA should check and monitor student athletics' academic performance and equal opportunity situation via Peter's report.
TO DO	<ul style="list-style-type: none">● Make an appointment with Ben Jay (director) and Jennie Lee (executive assistant) from the department of Athletics → Steve.● Steve recommend: Each member of COA take a thorough look at the new BOR (section 7-8) and provide comment by December 16th (M). → Joyce will collect the comments
ADJOURNMENT	3 pm

Respectfully submitted by Joyce Hwang

Approved on December 3, 2013 with 4 votes in favor of approval and 0 against.



From the strategic plan for UH Athletics

Vision, Mission, and Values of Hawai'i Athletics

Vision

Bring pride to Hawai'i and our University by becoming a consensus national **Top-50** athletics program as measured by the National Association of Collegiate Director of Athletics (NACDA) Director's Cup.

Mission

Prepare our student-athletes to become successful in life – through our ongoing commitment to provide the highest quality academic and competitive experiences at the University of Hawai'i.

Values

Our values are shaped by how we treat each other, our external stakeholders, and how we go about operating the Department of Athletics. Our core values are to be practiced daily, promoted without compromise, and communicated clearly through actions. Our core values are 4

- Integrity – possessing strong character; having honor;
- Commitment – keeping one's word; delivering what was promised; a bond;
- Respect – treating others honorably; earning high esteem;
- Ohana – being family; acting as one team; looking out for each other; and
- Passion – getting things done enthusiastically; having tremendous pride in whatever one does; feeling strongly about one's goals.

From the new BOR policy

Section 7-8 Intercollegiate Athletics

- a. Well-managed intercollegiate athletic competition, conducted under the fundamental principles of fair play and amateurism, can be of educational value to student-athletes as well as a source of pride and unity to the wider student body, faculty, staff, and all those in our community who cherish and support the University of Hawai'i.

The Board shall establish or abolish intercollegiate athletic programs and authorize membership in intercollegiate athletic conferences or associations upon recommendation of the Chancellor of the concerned campus and with the endorsement of the President.

- b. Responsibilities of the Chancellor

Responsible administration and oversight by the Chancellor are fundamental to the management of intercollegiate athletics. Each campus that participates in intercollegiate athletics must have in place written procedures which provide careful and thorough scrutiny of its sports programs and deliver required information to the chancellor and, as appropriate, to the President and the Board. Management of intercollegiate athletics will be taken into account in the President's evaluations of Chancellors. The Chancellor shall



establish standards and benchmarks against which the success of the campus' intercollegiate athletics program may be assessed. Among the program's priorities should be:

1) The health, safety and academic progress of student-athletes

The health and safety of student athletes shall be the athletics department's highest priority.

Student-athletes are first and foremost students. Student-athletes shall be admitted under the same standards as applied to other students and their academic performance and progress shall be comparable to non-athletes. Contracts for coaches and other athletics department staff will include objectives and minimum expectations for academic as well as athletic success of student-athletes.

2) Equal Opportunity

Equal opportunity is a value the University and the State of Hawai'i hold dear. The Chancellor will ensure that gender equity in athletics is 7-7 respected and honored, and that the athletics program is in full compliance with Title IX, the Patsy T. Mink Equal Opportunity in Education Act.

3) Broad and Enthusiastic Campus and Community Support

Enthusiastic campus-wide support, especially that of students, is a powerful indicator of a successful athletics program. The Chancellor, coaches and athletics department staff should proactively reach out to students, faculty, and the administration, as well as to the wider community to encourage interest in and support for intercollegiate athletics.

4) Financial Integrity

Transparency in financial reporting is mandatory. The Board shall be informed in advance of any long-term financial commitment or change that may affect the budget in future years.

5) Compliance with NCAA and conference requirements

The chancellor is responsible for compliance with all National Collegiate Athletic Association (NCAA) and conference rules and regulations, and he or she will promptly notify the President, who shall inform the Chairperson of the Board, of all major NCAA infractions, potential or actual, and of all NCAA or conference investigations.

The use of performance enhancing drugs or prohibited substances undermines the integrity of intercollegiate athletics and may harm the individual student-athlete. The Board authorizes the chancellor to institute testing of student-athletes at his or her discretion for the presence or use of performance enhancing drugs or prohibited substances in accordance with NCAA rules or applicable state and Federal laws. Performance enhancing drugs and prohibited substances include but are not limited to the classes of drugs and related substances banned by the NCAA or prohibited by law.



c. Reports to the Board

- 1) The Chancellor will ensure that the athletics department develops a mission statement that reflects the values of the University of Hawai'i and that the department's annual plan and budget contain realistic and measurable goals. The Chancellor will inform the Board through the President on progress in achieving those goals. The Chancellor will furnish the Board through the President with regular reports on academic and financial issues.
- 2) The Chancellor will furnish the Board through the President with an annual report on the academic standing and progress of student athletes, overall and by sport, including comparisons to the campus's own undergraduates and student-athletes at other peer institutions. The report shall include as appropriate data on the Academic Progress Rate and the Academic Success Rate of student-athletes.
- 3) The Chancellor shall promptly inform the President, who may inform the Board, of any events or situations that might draw unusual public interest to the athletics program, a particular team, student-athlete, or department employee. The report should provide sufficient detail to permit the President and/or the Board to respond appropriately.

d. Financial Matters and Management

- 1) The athletics department will prepare an annual budget that balances expected revenues and expenses. Should the athletics department end a fiscal year in deficit, meaning that total expenses exceed revenues, including institutional support and student fees, the chancellor will report to the Board of Regents on plans to reconcile the deficit and to account for its costs. The Chancellor may eliminate a deficit of the athletics department by providing funds from other sources, as permitted by law, to offset such deficit.
- 2) To the extent allowable under NCAA regulations, the Chancellor may exempt the nonresident portion of tuition for nonresident student-athletes in accordance with BOR Policy, Section 6-8.
- 3) All funds or gifts, either monetary or in-kind, generated by 501(c)(3) booster organizations or contributed by individuals, corporations or other entities to support an intercollegiate athletics program shall be channeled through the University of Hawai'i Foundation. Funds or gifts shall be used in accordance with the donor's intent, and as assets of the Foundation shall be subject to its policies and procedures.
- 4) An annual external audit of the financial statements of the athletics department will be conducted and the auditor's report will be presented to the Board. An external audit of "Agreed-Upon Procedures and Internal Controls and Business Issues" will also be conducted and furnished to the Board.



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- 5) The Chancellor may convene an Athletic Advisory Board in accordance with NCAA bylaws to advise the Chancellor and athletic director on policies and matters relating to the conduct of intercollegiate athletics on campus, to help resolve conflicts that may arise in connection with the intercollegiate athletic program, and to perform other functions as may be stipulated by the NCAA, by the conference to which the institution belongs, or by the chancellor.
- 6) The Chancellor shall appoint a faculty athletics representative to perform such functions as may be assigned by the NCAA, by the conference to which the institution belongs, or by the Chancellor.
- 7) The Chancellor shall ensure that a senior woman administrator (SWA) has been designated to perform such functions as may be assigned by the NCAA, by the conference to which the institution belongs, or by the Chancellor.