

NCAA Self-Study Certification Steering Committee Meeting  
Tuesday August 19, 2008  
11:00-12:00 PM  
100 Bascom Hall  
MINUTES

1. Introductions

*Members in attendance included Darrell Bazzell, Barry Alvarez, Dale Bjorling, Walter Dickey, Dave Schultz, Shawn Eichorst, Terry Gawlik, Terrance Jamison, and Sheila McGuirk. Members absent included Chancellor Bidy Martin, David Zimmerman and Amy Toburen.*

2. Purpose of Certification

*The group reviewed the "NCAA Division I Athletics Certification Program" Message Points document. The group agreed that transparency will be important throughout this process and that it should be easily supported given the structure we've put in place. Cross campus feedback is important. Darrell reminded the group that this is a template given to every campus.*

3. Review UW Written Plan for Completion

*The group reviewed the "UW-Madison Plan for Completion" document and decided to add "Foundation" to the list of departments in attachment 2, item A. The NCAA Certification liaison, Mira Colman has previously reviewed the draft and provided positive feedback. Amy Toburen (University Communications) will work with the Steering Committee with regard to communicating with the campus community throughout the process.*

4. Timeline and Meeting Schedule for Steering Committee

*The group decided to schedule monthly meetings. If the meetings aren't needed they can always be canceled.*

5. Subcommittee work

*The Subcommittee chairpersons were urged to get organized and reach out to their athletic department liaisons within the next 5-6 days. Note-takers are required at all meetings. There will be a web site created for which to use when posting minutes and keeping the campus community up-to-date. The Subcommittee chairs should be creative about involving as many people as possible in the process.*

6. NCAA Video Conference - Aug 27th/Agenda

*The Certification handbook and the self-study instrument will be useful documents to review prior to the upcoming videoconference.*

7. Other

*The group decided that Darrell should attend the Athletic Board meeting to give them a high level NCAA certification process update on September 19<sup>th</sup>.*