NCAA Division I Reclassification
Institutional Performance Program
Gender Equity, Diversity Issues, and Student Athlete Wellbeing Subcommittee

Meeting Minutes

Chair: Thomas Taylor, 978-934-3933, Thomas_Taylor@uml.edu
October 6, 2015 /3 PM /University Crossing Room 490

I. Call to order
Thomas Taylor called to order the regular meeting of the Subcommittee Roll call

The following persons were present:  Kerry Abnerate, Jessica Gagnon, Sangphill Kim, Melissa Mullen, Jason Lawrence, Clara Orlando, Leslie Wong, Keith Vinci, Taelour Murphy, Kristen Ribbons, Someris Rivera, Jaclyn Solimine, Thomas Wilson, Rachel Campbell Paris (subcommittee recorder), Thomas Taylor (subcommittee chair).

II. Approval of minutes from last meeting

- Minutes approved

III. Open Issues

a) Student membership now complete

b) OneDrive resource now has draft information pre-populated for review
   “The NCAA IPP Gender-Diversity-SA Wellbeing Self-Study Draft - 9-24-15”

c) EADA Files for 2012, 2013, and 2014 are now in the OneDrive (Melissa Mullen request)

IV. Action Items

a) Updates from the Workgroups
   brief overview of meeting, including such topics as what was accomplished; status on the completion of tasks; areas of concern; specific requests; and/or recommendations to the whole sub-committee or other workgroups

   a. 3.1 Gender Equity – examples related to completion
i. Completed Self-Study Items 1-3.

ii. EOO will assist with Self-Study Item 4’s response and suggestions for 5 year plan.

iii. Janet Judge is our consultant; should utilize her expertise.

b. 3.2 Diversity Equity – examples related to completion

   i. Progress made on Self-Study Item Number 2.

   ii. HR gave Clara reports for Self-Study Item Number 8.

   iii. Higher Education Excellence in Diversity Award information to be included.

   iv. Self-Study Item 6: HR Representative, Ruby C. will work with Clara Orlando to prepare university procedures on recruitment.

c. 3.3 Student Athlete Well-being – examples related to completion

   i. Student Athlete Handbook Review meeting scheduled with Athletics & Student Conduct to make sure updates are compliant with the June 2015 version of the University Student Conduct Code.

   ii. Athletics Council to be revisited post completion of IPP.

V. New business

   a) Setting a timeline for submitting drafts for broader review

      1) October 19th – All work groups submit a copy of current draft for review

         i. Drafts do not have to be complete as our Chair would like to view the status of our subcommittee’s progress.

         ii. Please review drafts on OneDrive.uml.edu folder called “October19 IPP draft”

      2) November 16th – All but the 5 Year Plans to be completed;

      3) December 14th – Last meeting for Semester – have full draft completed.

   b) Workgroup breakouts – continued work on addressing operating principles

VI. Adjournment

Thomas Taylor adjourned the meeting at 3:59pm.

VII. Votes under consideration

n/a

VIII. Minutes submitted by: Rachel Campbell Paris on October 6, 2015
**Subject of meeting:** Progress Reports and Draft Completion Timelines

**Invites:** Ann Ciaraldi, Jessica Gagnon, Kareem Jordan, Sangphill Kim, Stephen Mishol, Melissa Mullen, Keith C Vinci, Gary Gardner, Jody Goldstein, Jason Lawrence, Clara Orlando, Leslie Wong, Kerry Abenante, Brenda Evans, Maxwell Frawley, Taelour Murphy, Kristen Ribbons, Someris Rivera, Jaclyn Solimine, Lauren Trapasso, Thomas Wilson, Rachel Campbell Paris (subcommittee recorder), Sandra Niedergall, Donald Pierson (IPP steering committee chair), Thomas Taylor (subcommittee chair).

**IX.** Approval of minutes from last meeting (9/21/15) 3:00 PM (5 min)

**X.** Open issues 3:05 PM (3 min)

a) Student membership now complete;

b) OneDrive resource now has draft information pre-populated for review
   “The NCAA IPP Gender-Diversity-SA Wellbeing Self-Study Draft - 9-24-15”

c) EADA Files for 2012, 2013, and 2014 are now in the OneDrive
   (Melissa Mullen request)

**XI.** Action Items 3:08 PM (22 min)

b) Updates from the Workgroups (5 minutes each)
   brief overview of meeting, including such topics as what was accomplished;
   status on the completion of tasks; areas of concern; specific requests; and/or
   recommendations to the whole sub-committee or other workgroups

   a. 3.1 Gender Equity

   b. 3.2 Diversity Equity

   c. 3.3 Student Athlete Well-being
XII. New business 3:30 PM (25 min)
   
   c) Setting a timeline for submitting drafts for broader review
       
       4) October 19\textsuperscript{th} – All work groups submit a copy of current draft for review;
       
       5) November 16\textsuperscript{th} – All but the 5 Year Plans to be completed;
       
       6) December 14\textsuperscript{th} – Last meeting for Semester – have full draft completed.
       
   d) Workgroup breakouts – continued work on addressing operating principles

XIII. Adjournment (Review of Action Items) 3:55 PM (5 min)