

CALVIN COLLEGE  
ATHLETIC COMMITTEE MEETING MINUTES  
OCTOBER 7, 2004

The meeting was called to order at 230 PM at the HPERDS department conference room.

Present were: M. Flikkema, J. Kim, W.D. Laverell, R. Medema, N. Meyer, and K. Vande Streek.

1. MSC to accept the minutes of the February 12 2004 meeting with minor additions.
2. N. Meyer informed the committee that the issue regarding the woman's swim team, discussed in the minutes of the 2/12/04 meeting, was deemed by the NCAA to be a Secondary Infraction and the student athlete was declared ineligible to participate in the 2004-2005 season. No contests were forfeited.
3. R. Medema agreed to talk with Kurt Visker about representing Calvin as a member of the Student Athlete Advisory Committee.
4. M. Flikkema informed the committee that committee meeting minutes need to be submitted somewhere electronically to be archived. R. Medema will check it out.
5. In response to inquiries by the MIAA commissioner, the Faculty Athletic Representatives met with the Registrar to review the process of monitoring student-athlete eligibility. Several actions were identified for implementation and communicated to the commissioner for his review. His response was positive. The text of that report is attached.

In addition to the actions recommended, the committee agreed that it would be helpful if the question "are you now participating in athletics or planning to participate in athletics at Calvin College?" be included on all drop slips and that the signature of an Athletic Director or Faculty Athletic Representative be required on any course drop slip submitted to the registrar by a student-athlete. M. Flikkema will consult with the registrar about this.

After the above is addressed with the Registrar, the final list of modifications to the process of monitoring eligibility will be distributed electronically to committee members for approval.

6. Currently, with respect to transfer students, course credits from previous institutions are included in determining the required GPA of a student-athlete, but the grades associated with those courses are not included in the student-athlete's GPA. As a result, the GPA requirements during the first year at Calvin are higher for a transfer student than those for a first year student. This policy also favors the

transfer student-athlete who participates in fall sports over those who participate in spring sports.

Furthermore, there may be courses a transfer student may have taken but were not accepted for credit by Calvin. The grades associated with such courses are relevant to a decision regarding eligibility and in marginal cases the transcript from the previous institution needs to be considered.

It was agreed that, rather than recommending changes in the college's policy, the committee will consider a transfer student-athlete's eligibility on a case-by-case basis when eligibility is in question.

7. The meeting was adjourned at 4:00 PM.

Respectfully submitted,  
Robert L. Medema, Faculty Representative

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ATTACHMENT

September 30, 2004  
Report to the  
Calvin College Athletic Committee

September 16, 2004  
3:30 -4:30 PM

The registrar, Tom Steenwyk, met with Faculty Athletic Representatives (FAR's) Bob Medema and Mary Flikkema to review the process of checking academic eligibility of our student athletes for intercollegiate participation.

Tom reported that the following steps have been implemented:

1. Eligibility reports will be run everyday there is a contest scheduled for Calvin teams. A worker (Julie) in the registrar's office has been assigned to run eligibility records during the first 15 minutes of each contest day. A back-up person will also be selected to run eligibility if Julie is not available. This is a common practice among colleges to monitor potential changes in student eligibility on a daily basis.
2. Changes have been made to the computer system which will make the eligibility reports more accessible. The increased accessibility enables course drops, grade changes and incomplete grades to be detected more easily.
3. The FAR's will receive notification of any changes in student athlete records as soon as they are detected. An e-mail copy of the student athlete's record will be sent as soon as possible.
4. Incomplete course grades for student athletes will be identified at the beginning of each semester and will be tracked through the semester to determine their completion in a timely manner.
5. On October 15 and March 15 when incomplete grades are due, the registrar will recheck the status of all student athletes records affecting eligibility status and notify the FARs, of any incomplete grade that have not been completed. This will be discussed with the Athletic Directors and the student athlete if indicated.

6. At the midterm point (October 15 and March 15) the registrar will send a notice to those professors with outstanding incomplete grades and remind them that these grades may affect the student athlete's eligibility.

Additional strategies to discourage further eligibility infractions:

6. The Athletic Department will be asked to create a highly visible poster that will remind student athletes of eligibility requirements and the consequences to their teams if the requirements are not met and not reported.
7. FAR's and AD's will work with the Student Athletic Committee to encourage team captains to mentor their team mates regarding eligibility requirements.
8. The Athletic Directors will work with coaches to encourage and monitor student athletes who may be achieving grades that are close to the minimal academic requirements for their individual situation.
9. The Athletic Committee report to the Faculty Senate included a request for senators to discuss the importance of grading incomplete course work and that the grade(s) may have consequences for student athletes in academic requirements for eligibility.

We will ask the Athletic Committee to review the report to offer suggestions, revisions, or request clarification of any of the above actions.

Respectfully submitted,

Mary E. Flikkema,  
Chair of the Athletic Committee