

## University of Colorado Governance & Compliance Action Plan for Improvement

| 1997 First-Cycle Action Plan |              |   |   |  |                                  | 2001 Interim Report |  |         |   |
|------------------------------|--------------|---|---|--|----------------------------------|---------------------|--|---------|---|
| Study Item                   | Op Principle | Intended End Result   | Specific Strategies   | Specific Individual/Office Assigned the Responsibility | Specific Timetable               | Task Complete?      | Action Taken   | Date    | Explanation   |
| #1                           | 2, 3         | Strengthen the department's organizational structure              | Monitor the changes in university reporting lines and changes in the conference and NCAA rules      | Assistant AD for Compliance                            | Ongoing                          | Y                   | Assoc AD for Compliance tracks all legislation and coordinates institutional response on legislative proposals. AD is on the Chancellor's Executive Committee and meets regularly with the Regents Subcommittee on Athletics. The AD, FAR, SWA and Chancellor also meet on a quarterly basis, at a minimum regarding university, conference and NCAA matters | Ongoing | The Assoc AD for Compliance is also on the A/E/C Cabinet and LR/IS. The AD is currently on Division I Management Council and the Big XII Conference Administrative Committee  |
| #3                           | 1            | Improved circulation of the Athletic Department Mission Statement | a. Share with all employees during their annual review and performance planning for the coming year | Each Supervisor  | Annually and after each revision | Y                   | The Athletic Department recently concluded a Strategic Planning process spanning 18 months. All staff provided input during the process and a presentation on the final document   | Ongoing | <b>Athletics 2010</b> is found in Attachment E. The Department has a standing committee charged with assigning responsibilities, measuring progress and communicating such internally & externally; convened December 2000.   |
| #3                           | 1            |   | b. Circulate to additional external constituencies  | Administrative Assistant to the Athletic Director      | Annually and after each revision | Y                   | Every Dept. Administrator is responsible for explaining the Vision 2010 to staff and the community.  | Ongoing | The Dept. is conducting a widespread PR campaign to explain the Plan, including use of the website and media contacts. A Sr Assoc AD chairs a committee to coordinate distribution, and the Plan continues to be presented to the public and dept. supporters at every opportunity. |

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| #3                           | 1            | Student input included in the review process of the mission statement                                      | SACIA and student-athlete representative participate in next mission review   | Athletic Director, SACIA  | Annually and after each revision                         | N                   | The student-athletes were not involved in the planning of Athletics 2010, but it was designed around the fact that their needs were our #1 priority.   | Ongoing              | A component of <b>Athletics 2010</b> includes responsiveness to SAs and their needs. SAAC was presented <b>Athletics 2010</b> by an Asst AD in the Fall 2000 semester. SAAC reviewed it and were encouraged to provide input. SAAC and staff have been told that the staff and SAs are the most important constituents with regard to understanding the vision, as well as the certain beneficiaries of its mission and goals. All SAs will receive a presentation on <b>Athletics 2010</b> in 2001 and annually thereafter. |
| #4                           | 3, 4         | Improve coordination between the Regents' Committee on Athletics and the Vice President for Administration | Consult with the Chair of the Board of Regents Committee on Athletics for their meeting agendas   | Athletic Director, Chair of the Committee and Vice President for Administration of the Boulder Campus | Prior to each bi-monthly meeting                         | Y                   | The Athletic Director and selected staff/SAs regularly meet with the Regents' Subcommittee on Intercollegiate Athletics.   | Ongoing              | Additionally, the AD and chair of the Regent's Subcommittee meet on a monthly basis.   |
| #7, 8, 9, 10                 | 1, 2, 5, 6   | Strengthen the department's rules compliance efforts   | Conclude the search for Assistant AD for Compliance; budget for and conduct a national search for the Auditor   | Athletic Director   | Asst. AD & Admin. Asst. - Spring '97; Auditor - Fall '98 | Y                   | Both positions filled  | Feb. 1997 & Aug 1999 | Additionally, the department Financial Aid liaison, Administrative Asst. and student worker have been moved to the Compliance Office to improve communication and provide administrative support to Compliance efforts. January 2001   |
| #7, #10                      | 2            | Improved rules education and institutional control over booster groups and donors                          | Coordination of rule compliance education efforts & annual review of violations and concerns about potential violations with the leaders of booster organizations | Assistant AD for Compliance, Foundation liaisons, and alumni liaisons                                 | Annually   | Y                   | Extensive rules education by Compliance and Foundation staff, including a signed agreement by all scholarship donors and mentors in the Life Skills program that they have received an NCAA rules summary and will abide by the regulations. | Ongoing              | Liaisons are also provided with Legislative and Interpretation updates. Some 1200 donors receive e-mail rules reminders on a quarterly basis. Rules summary pamphlets are provided at every large booster gathering.   |

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| #8                           | 4,5          | Improve resource allocation, utilization & student service delivery needs | Increase the FTE from 80% to 100% for the eligibility coordinator position in the registrar's office. | Registrar and Athletic Director                        | Fall 1997          | Y                   | Completed   | 7/1/1997             |  |
| #8                           | 5            | Improve rules compliance efforts  | Update the compliance manual  | Assistant Director for Compliance                      | Annually           | Y                   | Compliance Manual is updated annually each summer by the Compliance staff | Ongoing              |  |
| #10                          | 7            | Improve rules education program   | Annual evaluation by a university committee outside of the department and by the Big XII Conference   | Associate AD for Compliance                            | Annually           | N                   | Campus review 1997-8<br>Big XII Reviews: 1997;<br>2000 and 2003           | 1997-98 &<br>2000-01 | Certification and Big XII Conference Rules require a once-every-four-years review, which the University is following |