

**January 26, 2004 CIS Board of Directors Conference Call Minutes  
1:30 PM**

Attendance: Drew Love, President; Judy McCrae, Past-President; Diane St-Denis, Vice President Programs; Murray Hall, Vice President Research and Development; Dick White, Vice President Marketing; Barb Mullaly, Chair, Finance Committee; Bob Dubeau, QSSF (until 2:50); Liz Hoffman, OUA; Sandy Slavin, Canada West; Danielle Gardner, Equity and Equality Committee; Jean-Guy Ouellette, International Programs

CIS Staff: Marg McGregor, CEO; Tanja Mackin, Director Finance & Administration; Sheila-Ann Newton, Manager, Programs and Events; Colin Timm, International Program Services; Peter Metzals, Marketing Director

Regrets: Derryl Thomas, AUS

**1. APPROVAL OF AGENDA, DATE OF NEXT CONFERENCE CALL**

The agenda was approved as presented. The report from the CIS Equity and Equality Committee on the draft tool to measure all areas of equity in CIS, will be presented to the Board on the next conference call which was scheduled for Monday February 23<sup>rd</sup> at 1:30 EST.

**2. NATIONAL CHAMPIONSHIP SCHEDULE**

D. St-Denis referred to the report from the Ad Hoc Committee to Review the CIS Championships Schedule (Annex 1) which had been circulated to existing championship hosts for feedback. Based on feedback received to date, it was determined that the 2005 Swimming Championship in Alberta will not be able to move to the new recommended date of Mar 4-6, and will remain Feb. 24-26.

The balance of host and Coaches Association feedback is still being sought. The committee will distribute the proposal to the Regional Associations and Coaches Associations for feedback. After receiving feedback, the committee will present a final proposal with established dates to the April Board of Directors Meeting.

Other concerns expressed were:

- having the men's and women's basketball championship on the same weekend when they are in the same region
- the principle of reducing Student-Athlete down time does not seem to be being met, as most date changes involve hosting the championship later.

Once approved, the new schedule would take effect when new bids are called for, or earlier, with the agreement of hosts who have already been awarded a championship based on the existing schedule.

### **3. APPROVAL OF CIS INTERNATIONAL HOSTING GUIDELINES**

J. G. Ouellette reported that the International Hosting Guidelines were ready for approval <http://www.universitysport.ca/e/international/members/index.htm> C. Timm outlined the following changes from the previous version of the manual which was reviewed by the Board in November:

-CIS will now be calling for bids for the 2009 Universiades and 2008 World Chamionships.

-An increase in the bid fee for Universiades from \$1,000 to \$5,000 is being proposed.

**04-01-01 Hoffman/Mullaly**

**Carried**

**To approve the International Hosting Manual as presented.**

**ACTION:** C. Timm to circulate the Manual to the Board of Directors. A call for bids will take place in early February.

### **4. APPROVAL OF FINAL NATIONAL CHAMPIONSHIP BID BOOK REVISIONS**

Following the Boards' review of the Bid Book at its meeting in November and based on the recommendation to prioritize the current criteria for selection, S. Newton presented the proposed changes (Annex 2).

Also added was a list of which sports should ideally be awarded for a one year period, and which sports should ideally be awarded for a two year period. It was emphasized that the one and two year preferences are flexible, i.e. Members can still bid for one year for a championship that is listed as a two year preference, or bid for two years for a championship that is listed as a one year preference.

Also emphasized was the fact that if a bid is presented at a lower guarantee than the minimum amount requested by CIS, a second call for bids will go out at a lower guarantee.

**04-01-02 St-Denis/McCrae**

**To approve the changes to proposed changes to the 2004 National Championship Bid Book.**

(Note: Final version available at [http://www.universitysport.ca/e/pol\\_proc/deadlines.htm](http://www.universitysport.ca/e/pol_proc/deadlines.htm))

## **5. WOMEN'S ICE HOCKEY CHAMPIONSHIP DATES**

The Board agreed to award the 2006 Women's Ice hockey Championship to St. FX, and to immediately place a call for bids for the 2006/07 and 2007/08 Women's Ice Hockey Championships.

## **6. PROGRAM RENEWAL FRAMEWORK**

M. McGregor presented Draft #9 of the Program Renewal Process, and thanked M. Hall and J. McCrae for their input and insight.

The following changes to Draft # 9 were agreed to:

- timelines – k) Receive the completed data collection tools - Change from May to early June, 2004.
- 2.4.2 in Minimum Eligibility Criteria – change definition of critical mass of member institutions as at least 15 universities.. to at least 20 universities (40 %).
- Add to 2.4: Meeting the Minimum Eligibility Criteria does not guarantee final selection as a core sport, however it is a prerequisite for new applicant sports to be selected. Applicant sports which are on the 1998-99 to 2005-06 CIS core sport program cycle may proceed directly to the Extra Measures section of the application.

**04-01-04 St-Denis/McCrae**

**Carried**

**To accept the Program Renewal Process as amended (See Annex 3).**

<http://www.universitysport.ca/e/plans/index.htm>

## **7. CHAMPIONSHIP MODELS**

M. McGregor presented Draft # 6 of the Menu of National Championship Models. It was suggested that the Models be referenced in the Program Renewal Process to indicate that sports which are not selected as core may be eligible for inclusion as "Championships hosted in cooperation with CIS", or "National Post-Secondary Championships and Invitational events", as determined by the CIS board.

It was noted that these models could be implemented prior to the completion of the Program Renewal Process.

**01-04-05 McCrae/Dubeau**

**Carried**

**To approve the Menu of National Championship Models (Annex 4).**

<http://www.universitysport.ca/e/plans/index.htm>

## **8. MARKETING PROGRESS REPORT**

### a) Television

P. Metzals reported that several meetings have taken place with TSN with regard to the renewal of the CIS agreement. CIS has submitted a proposal that includes more events broadcast with a similar financial contribution. Negotiations are ongoing, as are discussions with The Score and Sportsnet.

With regard to television numbers, CIS had its lowest audience in many years at this past Vanier Cup -176,000. In addition the Uteck Bowl only attracted 75,000, which was also very low, while the Mitchell Bowl had a reasonable number of 155,000. In summary, CIS television ratings this past fall have been very disappointing and difficult to explain.

It was acknowledged that the loss of TV rights fees would have a significant impact on the CIS budget and on National Championship hosts.

It was questioned whether the CIS currently has any contractual obligations with hosts to televise championships.

### b) Sponsorship

CIS is in the process of working on a contract with the Canadian Forces, which will add significant revenue to both CIS and some of our National Championship events in 04/05.

Also in discussions is an increased contribution from our current agreement with Tissot, who currently provide watches for all Players of the Year and Rookies of Year. This amounts to a total of 42 Tissot watches.

The Cemacc sponsorship is proceeding in a very positive direction. This past fall 4 institutions participated and will shortly receive royalty payments, while the next four schools in the program are being promoted for the winter line. Quantities sold are rising as the program becomes more and more popular throughout Italy.

The Wilson contract is over in June of this year. Wilson has committed to renewing this agreement for a minimum of two years as outlined in the contract.

While the primary focus of CIS marketing efforts will be on securing a major television broadcast agreement with either of the top three networks and with RDS, other areas of focus will be to continue to work on new ventures and sponsorship contacts.

**9. OTHER**

a) McGarrigle post mortem

D. Love reported that Wendy Bedingfield's McGarrigle post-mortem should be available for the Feb. 23<sup>rd</sup> Board conference call.

b) Future scheduling of Board meetings

M. McGregor requested that the Board review the proposed calendar of meetings, for discussion at the April Board meeting, in conjunction with the budget review (Annex 5).

**9. ADJOURNMENT AND NEXT MEETING**

The call was adjourned at 2:55 pm. The date of the next conference call is Monday February 23<sup>rd</sup> at 1:30 EST.

## ANNEX 1

### REPORT FROM THE AD HOC COMMITTEE TO REVIEW CIS CHAMPIONSHIP SCHEDULE January 2004

**Desired Outcome:** For the Board to provide provisional approval, subject to receiving feedback from Regional Associations and Coaches Associations. Board to receive this feedback, and have final approval in April 2004.

**Work Summary:**

The Ad Hoc Committee was asked to develop a schedule that would address the recommendations received from the various coaches associations while adhering to the Policy regarding the CIS National Championship Dates.

A formal request for recommendations was forwarded to the President of each coaches association. Submissions were received from Laurie Eisler, President, Women's Volleyball Coaches Association; Ron Pike, President, Men's Volleyball Coaches Association; Andrew Moss, President, Swimming Coaches Association; and Helen Wright, President, Women's' Rugby Coaches Association.

The sport coordinators were asked for their knowledge with respect to existing scheduling conflicts with the NSOs annual schedule (officials' availability, national team conflict, etc.). We received one submission and recommendation from NSOs. The committee met on November 26<sup>th</sup> to review the above recommendations and to determine their "fit" with the current policy on national championships dates. The committee's final recommendation is as follows:

**Recommendation #1:**

That the Fall Schedule remain unchanged.

<b>Week 1</b> (9 <sup>th</sup> Saturday after Labour Day)	Field Hockey (W) Rugby (W)
<b>Week 2</b>	Soccer (M & W) Cross Country (M & W)
<b>Week 3</b>	Football Bowls
<b>Week 4</b>	Vanier Cup

**Recommendation #2:**

Week 1 (25 <sup>th</sup> Saturday after Labour Day)	No championships	
Week 2	Swimming– M & W Wrestling – M & W Women's Ice Hockey	(Change from Week 1) (Change from Week 3)
Week 3	Women's Volleyball Men's Volleyball Track & Field – M & W	(Change from Week 2) (Change from Week 2)
Week 4	Women's Basketball Men's Basketball	(Change from Week 3)
Week 5	Men's Ice Hockey	

With the exception of women's ice hockey, the above schedule respects all of the criteria found in the Policy.

- A maximum of three championships should take place on any one weekend.
- A maximum of two nationally televised championship sports should take place on any one weekend.
- Championships of sports with both genders should occur on the same weekend or within one weekend of each other.

The committee believes it is in the best interest of the sport of women's ice hockey that it be placed on the second week to avoid a scheduling conflict with the Esso National Championship. Avoiding this conflict may assist in addressing two concerns: quality/availability of officials and release of university players to participate.

Although we did not receive a request from women's basketball to be moved to the fourth week, the committee is bringing forth the recommendation in order to facilitate the "fit" of the overall schedules. We also believed it would assist institutions whose teams travel together, to assist Regional Associations in playing their league and playoff schedules and to minimize the down time of any particular sport waiting for a championship to occur.

The VP Marketing reported no real resistance from our current broadcaster on the proposed revisions, but did indicate that flexibility on the part of the host(s) and participants to move finals (i.e.: women's final on Saturday and men's final on Sunday) may be required as March is a "busy sport month" for most sport broadcasters.

**Recommendation #3:**

The CIS Manager of Events and Programs is charged with contacting the hosts who have been assigned Swimming, Women's Ice Hockey, Men's Volleyball, Women's Volleyball and Women's Basketball as of 2004-05 and beyond to discuss the change in date. The host will be asked to confirm (i) availability of their hosting venue for the revised date, (ii) identify potential impact to original bid package (i.e.: revenue generation).

A complete report on the impact to hosts will be submitted to the Board of Directors for its January conference call.

## ANNEX 2

### **EXCERPT: CANADIAN INTERUNIVERSITY SPORT NATIONAL CHAMPIONSHIPS BID BOOK January 2004**

#### **1. NATIONAL CHAMPIONSHIP HOST AND LOCATION SELECTION POLICIES**

The Canadian Interuniversity Sport Board of Directors determines the hosts and locations of National Championships based upon consultation and input from the CIS Sport Committee, as outlined within Canadian Interuniversity Sport Policy 20.30.

Canadian Interuniversity Sport is currently reviewing the core sport program for CIS National Championships and determining what sports should be on the program for the 2006-2011 period. This includes a review of roster size. Review to be completed by June 2005.

Canadian Interuniversity Sport uses a bid process to select hosts and locations. **Bids must meet the minimum hosting requirements as outlined in this bid book. Once these minimum hosting requirements have been met, the bids will be selected based on the following priorities:**

1. **The extent to which the bid raises the profile of university sport and contributes to marketing objectives, special events, etc. Consideration will be given to fan interest and community support in that sport in the bidding community (ability to fill the stands).**
2. **Financial enhancements to the minimum hosting criteria. Includes:**
  - a) **cost savings to teams (ground transportation/accommodations/cash contribution);**
  - b) **financial guarantees to CIS beyond the minimum guarantee and/or profit sharing.**
3. **Consideration of the student-athlete experience (study halls, climate, cultural activities, bilingualism, training tables, etc.).**
4. **Host's track record of success in organization of previous CIS National Championships and/or other major events.**
5. **Caliber of the facility and practice venues.**
6. **The extent to which the championship will have a positive impact on the overall development of the sport (i.e. coaches clinics, region where the sport is still in its early development stage, youth programs, etc.)**
7. **The allocation of assigned berths in that sport in the bidding years (i.e. so as to ensure no more than 50% of the berths are from one Regional Association).**
8. **Geo-political considerations (This involves looking at both where the specific National Championship has been held in recent years, and looking at where all the other CIS National Championships have been held and will be held.)**

All National Championships are open for bid, from any Member Institution or Regional Association and only bids that have affiliation and ultimate accountability to a Canadian Interuniversity Sport Member Institution and/or Regional Association will be considered.

**National Championships may be assigned for a maximum of two years at a time. There is an emphasis on hosting the following championships for a two year period:**

- Vanier Cup
- Men's and Women's Basketball
- Men's and Women's Volleyball

- **Men's Ice Hockey**
- **Men's & Women's Soccer**
- **Track & Field**

**The following championship may be assigned for a two year period but one year bids are a preference:**

- **Cross Country**
- **Field Hockey**
- **Women's Rugby**
- **Swimming**
- **Wrestling**

**If Bidding Committees are bidding for two years they must indicate if they would accept a one year bid and if so indicate their preference of year. Bidding Committees should also indicate if any of the bidding parameters would change from a one year bid to a two year bid.**

Canadian Interuniversity Sport will pre-determine annual National Championship hosting minimum guarantees based on a fair market analysis of the National Championship (Annex A).

All bids must meet the minimum pre-determined National Championship guarantee. If only one bid is received for any given National Championship and the guarantee is lower than the Canadian Interuniversity Sport minimum, Canadian Interuniversity Sport will call for bids again at a lower guarantee.

Hosts are responsible for the financial, administrative and organizational responsibilities of hosting the National Championship. All profits will belong to the Host unless a profit sharing system forms part of the bid proposal. Canadian Interuniversity Sport will not share in any deficit.

Bid packages are to focus on what the Bidding Committee can offer Canadian Interuniversity Sport and the participating teams. Bid packages should not be conditional on Canadian Interuniversity Sport providing anything beyond what is currently detailed in this Bid Book.

The Bid Committee must be prepared to undertake specific projects and take into account certain fundamental principles as a necessary part of preparing its formal bid package. Any significant deviations from the bid by the eventual Host must be approved by Canadian Interuniversity Sport and must be supported by the appropriate rationale.

## ANNEX 3

### Program Renewal Report to CIS Membership

Draft #10, Jan. 27, 2004

#### **Desired Outcome:**

For the CIS membership to approve the selection framework (item C, pages 3 to 10) to be used to determine the National Championships Core Sport Program for 2006-07 to 2011-12.

Motion moved by the CIS Board of Directors on January 26, 2004:

To approve section C of the Program Renewal Framework as outlined on pages 3 to 10 below.

#### A: Preamble:

To ensure that the national championships sport program of CIS is contemporary and relevant to student-athletes, and sustainable for universities, a review of the sport program will take place.

Sports on the CIS roster will be evaluated against criteria to measure their value and contribution to student-athletes, member universities, and the Canadian Sport Policy.

Pre-selection criteria (see 2.3) will be applied to sports on the existing menu as a first level filter. Sports, which satisfy one of the pre-selection criteria, shall automatically be included in the 2006-07 to 2011-12 program cycle without the need to re-apply. Sports on the existing menu, which do not satisfy the pre-selection criteria, shall complete the application process and be considered along with new sports not on the existing menu that may choose to apply.

This process will enable CIS to set priorities, and focus resources in a strategic way to pursue excellence while meeting the mission of the CIS. The end result may be the confirmation of the existing roster, or may be the addition of new sports and/or the phasing out or transitioning into a different model of existing sports.

Following the application and ranking process, the CIS Board shall determine the capacity of the organization to maintain, grow or reduce the current number of championships now being offered.

#### B: Background:

1. The National Championships Task Force Report (Draft #5 June 19, 2001 approved by the CIS membership at the 2001 AGM) identified the need to develop principles and a process for adding new sports or deleting existing ones to the Championship portfolio. The CIS Core Championship program was last updated in 1998-1999 when women's rugby and women's hockey were added.
2. A Sport Portfolio Consultation Document was circulated to the CIS membership in October of 2002. One of the recommendations in the Sport Portfolio Document suggested a review of the sport program take place every few years, to ensure that the sport program of CIS is contemporary and relevant to student-athletes, and sustainable for universities. Existing sports on the CIS roster will be reviewed. Those existing sports which satisfy the pre-selection criteria will be automatically included in the revised program. Those existing sports that do not meet the pre-selection criteria will be evaluated against criteria to measure their value to student-athletes, member universities, and the Canadian Sport Policy. Sports not on the existing menu will have an opportunity to submit documentation for consideration.

3. Support for the proposal related to a National Championship Program Renewal was tested at the November 2002 Members' Roundtable. It was agreed that a review and renewal process was needed. Feedback was provided on the draft criteria, and how frequently the program renewal should take place.
4. The CIS Board of Directors approved the Terms of Reference for an ad hoc Program Renewal Committee on March 31, 2003.
5. The Program Renewal Committee met in April 2003 to establish draft criteria by which sports could be evaluated as to their value and contribution to student-athletes, member universities and the Canadian Sport Policy. Through the use of the established criteria the CIS would be able to set priorities, strategically focus resources and pursue excellence in the selected championship sports. In establishing the criteria it was important for the committee to acknowledge the importance of the following parameters:
  - i) blend with the academic mission of CIS
  - ii) marketability
  - iii) facilities
  - iv) gender equity
  - v) level of participation (feeder pool, and current level of university participation)
  - vi) association with NSO, PSO, FISU
  - vii) coaching and officiating
6. The draft criteria, weighting and review process were discussed at the CIS 2003 AGM. Members provided feedback on the selection criteria and weighting.
7. A revised document (Draft #5 - Oct. 14, 2003) was circulated to CIS Members and Coaches Associations for additional feedback. The CIS Board considered the feedback at the November 2003 Board meeting and suggested a number of revisions. Draft #9 reflects the feedback from the CIS Board at the November and December 2003 board meetings.

#### 8. Timeframes

- a) Revise criteria based upon CIS membership feedback at the 2003 AGM. (Oct. 2003)
- b) Circulate revised criteria and weighting to the membership for feedback. 2003.
- c) Discuss feedback with CIS Board (November 2003)
- d) Develop revised document and discuss with CIS Board (December 2003 and January 2004).
- e) Board approval of revised document (January 2004).
- f) Circulate e-mail vote to membership for approval (Jan./Feb. 2004)
- g) Pursue a linkage with a graduate student or academic to assist with the research process (winter 04)
- h) Develop data collection tools to collect data from NSOs, universities, high school sport federations, CCAA, and others. (Winter 2004)
  - i) Pre-test data collection tools (Winter 2004)
  - j) Circulate the data collection tools. (Winter, 2004)
  - k) Receive the completed data collection tools (early June, 2004)
  - l) Validate the collected data to confirm its accuracy (June 2004)
  - m) Analyze and synthesize the data. (August, 2004)
  - n) Apply the selection criteria, and rank order the list of applicants. (October 2004)
  - o) Present the rank ordered list to the CIS Board.
  - p) Board to determine the maximum number of sports to be included in the program, and to select the roster of proposed sports based upon the rank order provided by the tool, and its own discretion. (November 2004).
  - q) Announce provisional list of sports to CIS membership. (December 2004)
  - r) Announce provisional list to NSO community, subject to hearing of appeals, and final CIS membership approval. (January 2005)
  - s) Hear appeals if any based upon limited procedural grounds (January/February, 2005)

- t) Present the proposed roster to the CIS membership for approval. (June 2005) The CIS membership approval shall be limited to confirming that the selection process as approved by the Membership was followed, and that the process had integrity.
- u) Develop playing regulations, schedules, call for National Championship hosts, etc for new sports if any (September – March 06)
- v) Implement refreshed program offerings (new sports introduced if any, old sports that are to be removed move into a phase-out/transition stage) by September 2006.

## **C: Proposed Program Renewal Framework:**

### **C1. Introduction:**

Canadian Interuniversity Sport celebrates academics and athletics. CIS strengthens universities, enriches the academic experience of student-athletes, contributes to sport development in Canada; promotes the benefits of sport; builds partnerships; and provides the opportunity for Canadians to learn more about themselves, each other and about Canadian culture and values. CIS adds tremendous value to the sport experience through the integration of sport with post-secondary education. CIS differentiates university sport from the club/NSO system in that it combines education and sport.

The activities of Canadian Interuniversity Sport make a significant contribution to support the objectives of Bill C-12, and the Canadian Sport Policy. CIS is a leader in the pursuit of excellence in sport. For prospective high performance athletes, participation in CIS provides an opportunity to pursue excellence in sport while pursuing an education. Canadian Interuniversity Sport has a significant impact on the Canadian sport system. CIS member universities invest heavily in sport and recreation programs, facilities and direct support to sport administrators, coaches, student-athletes, officials, and sport medicine personnel.

Canadian Interuniversity Sport offers an instrument for sport development and for building stronger links between national, provincial/territorial and community sport organizations and agencies. A healthy and vibrant university sport league translates into a stronger sport system. In their pursuit of CIS Championship titles, universities have developed an ingrained tradition of support and respect for sport. CIS members are very serious about the importance of university athletics, blended with the pursuit of a university degree. The CIS is a strong instrument for sport development.

### **Overview of Steps in the Selection Process:**

#### **1. Pre-Selection Criteria**

Existing Sports on CIS menu are run through pre-selection criteria. Existing sports which satisfy the criteria are automatically included in the 2006/07 to 2011/12 program.

#### **2. Minimum Eligibility Criteria**

Existing sports not satisfying the pre-selection criteria, and new applying sports must demonstrate that they satisfy the minimum eligibility criteria in order to have their application considered.

#### **3. Extra Measures Credit**

Those sports who satisfy the minimum eligibility criteria will then be evaluated against Extra Measures Credit. The varying weights assigned to the extra performance measures are as follows:

Performance Measure	Maximum Points Available	Percentage Weighting
CIS members ranking of applicant sports	80	20%
Marketing	57	14%
Level of participation in the feeder pool	45	11%
Current level of university participation	45	11%
Available pool of certified coaches	42.5	11%
Facilities	37.5	10%
Officials	32.5	8%
University Sport is an important element of NSO/PSO sport development model	32.5	8%
Consideration of existing competitive opportunities	22.5	6%
	<b>394.5</b>	<b>100%</b>

4. Program Renewal Committee to provide a rank order list of applying sports to the CIS Board. Board to determine maximum number of sports that CIS has the capacity to run. Board to develop list of sports to be included in the roster as follows: sports which satisfy pre-selection criteria to be automatically included, 70% of remaining spots to be filled will be selected based upon results from Extra Measures Credit, and gender equity requirements. Balance of 30% of remaining spots to be filled using the Extra Measures data as a guide, but also giving the board discretion to exercise its judgment.

## **2 Selection of National Championship Core Sport Program**

### **2.1 Guiding Principles in Sport Selection:**

- 2.1.1 CIS core championship sports should be reflective of a sound level of sport development that includes characteristics of advanced athlete development, coaching, competition, and officiating.
- 2.1.2 It is appropriate to establish minimum eligibility criteria that a sport must meet in order to be eligible to apply for consideration as a CIS core championship sport.
- 2.1.3 It is appropriate to establish the size of the core sport program that can be serviced by the CIS administration.
- 2.1.4 It is appropriate to select sports based on gender equity. In the 1998-99 to 2005-06 core sport program cycle the maximum number of spots available for a university who fields a full team in every CIS core championships sport is 152 spots for men (51%) and 146 spots for women (49%). The CIS must maintain a similar balance of equitable opportunities for males and females in the 2006-07 to 2011-12 program cycle.
- 2.1.5 Opportunities for feedback to the selection framework from CIS coaches and athletes should be part of the process.
- 2.1.6 The selection criteria, weighting and point system shall serve as guide rather than the final decision maker in the final selection of sports. The first 70% of available spots will be filled using the scoring from the selection framework. For the final 30% of available spots, the board shall be guided by the framework, but shall also be empowered to exercise its own discretion in choosing sports which fulfill gender equity objectives, and other factors of importance to the board.

### **2.2. The Application Process:**

The intent of the process is to provide a mechanism for application that avoids potential duplication by CIS institutions, Regional Associations, NSO's and other potential applicants.

- 2.2.1 Application to become a CIS Core Championship sport shall normally be submitted by a CIS member institution, CIS Coaches Association or Regional Association either:
  - i) in partnership with a National Sport Organization or
  - ii) as a delegated applicant on behalf of CIS institutions.

Additional data will be collected to supplement applications from CIS member institutions, Regional Associations, the CIS Coaches Association if one exists, NSO's, the Coaching Association of Canada, high school sport federations, and others.

- 2.2.2 Sports will be evaluated on a gender basis. For example an application would be submitted for men's field hockey, and a second application for women's field hockey. Sports in which both genders compete in the same National Championship (e.g. swimming, cross country, track and field) shall apply jointly and be evaluated jointly.

**2.3 Pre-Selection Criteria:**

The following criteria will be applied to existing sports in the current CIS core program. Sports who satisfy at least one of the criteria will automatically be included in the 2006-07 to 2011-12 program cycle without the need to re-apply. The bar has been set high on these criteria to recognize those sports which have a significant participation rate of CIS members, and make a significant marketing/financial contribution to CIS through championships guarantees and television.

**2.3.1 Current level of CIS participation in the sport:**

Sports in which 70% or more of CIS members (35 or more schools) participate in during the 2003-2004 season shall be automatically included in the 2006-07 to 2011-12 program cycle without the need to re-apply. (Men's and women's basketball, men's and women's soccer, women's volleyball).

**2.3.2 Marketing/Promotions/Financial Benefit to CIS:**

Sports in which the guarantee to host the National Championships/Bowls exceeds \$75,000/annum and/or sports where TSN has broadcast the CIS Championships during the 2000-2004 seasons shall be automatically included in the the 2006-07 to 2011-12 program cycle without the need to re-apply. (Men's and women's Basketball, Football, men's and women's Hockey, and men's and women's Volleyball).

The remaining sports on the current CIS roster shall be required to apply for consideration in the the 2006-07 to 2011-12 program cycle using the criteria below (men's and women's cross country, women's field hockey, women's rugby, men's and women's swimming, men's and women's track and field, and men's and women's wrestling).

Pre-selected sports for 2006-07 to 2011-12	Sports Which Will Need to Re-apply
Men's Basketball Women's Basketball Football Men's Hockey Women's Hockey Men's Soccer Women's Soccer Men's Volleyball Women's Volleyball	Men's Cross Country Women's Cross Country Women's Field Hockey Women's Rugby Men's Swimming Women's Swimming Men's Track and Field Women's Track and Field Men's Wrestling Women's Wrestling

## **2.4 Minimum Eligibility Criteria:**

In order for an application to be considered the following minimum eligibility criteria must be met by sports who are applying for consideration, who are not currently in the 1998-99 to 2005-06 core sport program cycle. These criteria demonstrate that new applicant sports have a commitment to the scholar athlete and that a sound sport infrastructure exists from which the CIS sports will be able to draw upon, and contribute back to.

A successful CIS depends to a certain extent upon the health of the NSO and PSO to develop a feeder system of coaches, athletes, officials and a spectator base or community interest in the sport. Meeting the Minimum Eligibility Criteria does not guarantee final selection as a core sport, however it is a prerequisite for new applicant sports to be selected. Applicant sports which are on the 1998-99 to 2005-06 CIS core sport program cycle may proceed directly to the Extra Measures section of the application.

- 2.4.1 The sport must blend with the academic interests of the CIS. The model of the scholar-athlete is held in high esteem in the CIS. We want students to achieve academic success, graduate on time, and launch successful careers. Sports on the Core program must be organized such that they contribute to rather than detract from academic success.
- 2.4.2 A “critical mass” of CIS member institutions express a commitment to participate in a championship if the sport is selected to the Core Sport Program. At least 20 universities from four Regional Associations must be prepared to compete.
- 2.4.3 There is a “critical mass” of CIS member institutions/or Regional Associations with or with access to facilities capable of hosting a CIS championship if the sport is selected to the Core Sport Program. For the purposes of this question critical mass is defined as three out of the 4 Regional Associations.
- 2.4.4 There is an established sport organization infrastructure that includes:
  - a) coaching education and training program
  - b) officials certification
  - c) rule book in both official languages
  - d) adequate level of competition as exhibited by the existence of provincial championships in at least 7 provinces
  - e) a minimum of seven PSO’s and/or exists within high school associations in at least 7 provinces.
- 2.4.5 The organization’s activity meets the definition of sport as outlined in Sport Canada’s Sport Recognition Policy.

## **2.5 Extra Measures Criteria:**

The following performance measures will be used to assist in differentiating between applying sports. Each criteria has a different weighting with respect to the importance to CIS.

Note: In all of the categories being scored below, if the point spread allocated does not sufficiently differentiate amongst the sports applying for consideration, the sports will be rank ordered and separated into quartiles for the purposes of scoring.

### **2.5.1 CIS Members' ranking of applicant sports:**

(The weighting will be adjusted such that the top ranked sport will score 80 points)  
Each member institution will be asked to rank the applicant sports in priority from first to last on the preference for inclusion. Points will be awarded in reverse order of the number of sports. (e.g. if 25 sports apply, the #1 ranked sport would be awarded 25 points, the #2 ranked sport 24 points etc. This score will then be multiplied by the weighting factor such that the number 1 ranked sport will receive 80 points).

### **2.5.2 Marketing parameters: (Weighting 1.9)**

This question serves to measure the extent to which the sport currently presents a marketing opportunity for CIS, and will help to raise the profile of university sport. Sports that are currently "hot properties" will be viewed more favourably by CIS than those sports that are emerging properties or those that do not have a demonstrated track record of marketing success.

#### **2.5.2.1 TV coverage:**

The NSO enjoys coverage of 10 or more of its domestic amateur events per year on national networks score 10  
The NSO has 5 or more of its domestic events per year on national networks score 7  
The NSO has 5 or more of its domestic events per year on regional or local networks score 4  
The NSO has 2 - 4 of its domestic events per year televised on regional or local networks score 1

#### **2.5.2.2 NSO Sponsorship:**

The NSO enjoys corporate sponsorship exceeding \$750,000 per year score 10  
The NSO enjoys corporate sponsorship between \$500,000 - \$750,000 per year score 7  
The NSO enjoys corporate sponsorship between \$250,000 - \$500,000 per year score 4  
The NSO enjoys corporate sponsorship between \$100,000 - \$250,000 per year score 1

#### **2.5.2.3 The NSO promotes the CIS through its communications and marketing vehicles:**

The NSO has a link to the CIS on its website, issues press releases highlighting CIS athletes and coaches, displays CIS signage at its National Championships and other events, and promotes CIS in its publications score 10

### **2.5.3 Level of participation – "feeder pool" (Weighting 1.8)**

A successful CIS league is influenced in part by the ability of the NSO and PSOs to develop a feeder system of CEGEP/ high school aged athletes from which the CIS can draw from and build upon. Sports which offer a larger pool of high school/CEGEP aged athletes to draw from will be viewed more favourably than those with a smaller participation base.

**2.5.3.1 The number of high school aged participants in the sport will be totaled and rank ordered:**

Top quartile in terms of number of participants score 25  
2<sup>nd</sup> from the top quartile in terms of number of participants score 17  
3<sup>rd</sup> quartile from the top in terms of number of participants score 10  
Bottom quartile in terms of number of participants score 3

**2.5.4 Current Level of University participation: (Weighting 1.8)**

Sports which enjoy a high participation level at the university level will be viewed more favourably than sports with more modest participation.

**Sports on the current core program fill out question 2.5.4.1. New sports applying to be included should fill out 2.5.4.2 or 2.5.4.3**

**2.5.4.1 Number of CIS teams**

Top quartile in terms of number of CIS teams score 25  
2<sup>nd</sup> from the top quartile in terms of number of teams score 20  
3<sup>rd</sup> quartile from the top in terms of number of CIS teams score 15  
Bottom quartile in terms of number of CIS teams score 10

**2.5.4.2 If the sport is not currently in the CIS core program, how many Teams Compete at the Regional Association level (show a breakdown of numbers by region)**

Top quartile in terms of number of teams competing at the RA level score 25  
2<sup>nd</sup> from the top quartile in terms of number of teams competing at the RA level score 20  
3<sup>rd</sup> quartile from the top in terms of number of teams competing at the RA level score 15  
Bottom quartile in terms of number of teams competing at the RA level score 10

**2.5.4.3 Number of teams currently organized and active on campuses that are not competing at the RA or CIS level.**

Top quartile in terms of number of teams competing on campus score 25  
2<sup>nd</sup> from the top quartile in terms of number of teams competing on campus score 20  
3<sup>rd</sup> quartile from the top in terms of number of teams competing on campus score 15  
Bottom quartile in terms of number of teams competing on campus score 10

**2.5.5 Available pool of certified coaches (Weighting 1.7)**

A successful CIS league is influenced in part by the ability to access qualified and experienced coaches. Sports who are able to demonstrate a sufficient pool of available, qualified, and experienced coaches will be viewed more favourably than those who have not cultivated a pool of coaches for CIS to draw upon. Applicants should indicate the number of fully certified Level 2, 3, and 4 coaches, and the provincial distribution of those coaches.

**2.5.5.1 Provide information on the number and level of fully certified coaches.**

Top quartile in terms of number of coaches qualified to work at the university level score 25  
2<sup>nd</sup> from the top quartile in terms of number of coaches qualified to work at the university level score 17  
3<sup>rd</sup> quartile from the top in terms of number of coaches qualified to work at the university level score 10  
Bottom quartile in terms of number of coaches qualified to work at the university level score 3

**2.5.6 Facilities (Weighting 1.5)**

In order for current and/or added sports to operate, facilities must be available, safe, affordable, and meet the minimum sport requirements (measurements).

Excellent Facilities are available (i.e. can be scheduled at typical/appropriate game times, meet the minimum safety and sport measurement requirements, provide for spectators, and are affordable to the involved universities). Score 25

Adequate Facilities are available (i.e. facilities are more expensive/harder to access, do not provide for spectators). Score 15

**2.5.7 Officials (Weighting 1.3)**

A successful CIS league is influenced in part by the ability to access qualified and experienced officials. Sports who are able to demonstrate a sufficient pool of available, qualified, and experienced officials spread across the country will be viewed more favourably than those who have not cultivated a pool of officials for CIS to draw upon.

Specify the level of qualification that would be required to officiate CIS league and championship events, and the number of officials required to officiate at a national championship.

**2.5.7.1 Provide information on the number of certified officials available to officiate at a CIS level.**

Top quartile in terms of number of officials qualified at the CIS required level score 25

2<sup>nd</sup> from the top quartile in terms of number of officials score 17

3<sup>rd</sup> quartile from the top in terms of number of officials score 10

Bottom quartile in terms of number of officials score 3

**2.5.8 Is university sport an important element of the NSO/PSO sport development model (Weighting 1.3)**

**2.5.8.1**

The application needs to outline the importance of university sport to the sport development model. The sport development model must be included in the application. Sports in which the university league plays a significant role will be viewed more favourably than sports where the university league is less important. In those cases where a sport is offered both within the community at large and within the university setting reference should be made to the impact this duplication will or will not have on the sport specifically at the university. The degree to which the scheduling of the NSO events does not conflicting around the CIS Championship should be noted. The degree to which the NSO involved CIS coaches in its National Team programming should be noted.

Top quartile in terms of high degree of alignment of CIS to the sport development model score 13

2<sup>nd</sup> from the top quartile in terms of high degree of alignment of the sport development model score 10

2<sup>nd</sup> from the bottom quartile in terms of importance of university sport to the sport development model score 5

Bottom quartile in terms of number of little to no connection with the NSOs sport development model score 0

**NSO Contribution to the CIS. This may also include professional sport league (PSL) contribution however this amount should be shown separately from NSO amount)**

CIS wants to measure to what extent if any the NSO and/or PSL values the CIS and is prepared to invest in and be a financial partner with CIS in the 2006-07 to 2011-12 program cycle. NSOs and PSLs who are prepared to offer financial support, gifts in kind, contra, or other expense reducing assistance towards CIS activities including championship specific contributions will be more favourably viewed than those NSOs / PSLs who are not financial partners.

If the NSO/PSL commits to contributing \$250,000 or more in the 2006-2011 cycle score 12

If the NSO/PSL commits to contributing \$200,000 - \$250,000 in the 2006-2011 cycle score 9

If the NSO/PSL commits to contributing \$150,000 - \$200,000 in the 2006-2011 cycle score 6

If the NSO/PSL commits to contributing \$100,000 - \$150,000 in the 2006-2011 cycle score 3

Note: if the above categorization of point allocation does not sufficiently differentiate from amongst the sports applying for consideration, the sports will be rank ordered and separated into quartiles for the purposes of scoring.

### **2.5.9 Consideration of Existing Competitive Opportunities (Weighting 0.9)**

Consideration will be given to existing CIS core sports in recognition of the investment made by member universities in facilities, equipment and coaching personnel to support the sport. Recognition will also be provided for FISU sports, CCAA sports, Canada Games sports and those sports which have self-organized a university-college championship in the recent past.

If the sport is part of the existing CIS core sport program score 5 points.

If the sport is part of the FISU program score 5 points.

If the sport is part of the CCAA program score 5 points.

If the sport has organized a university/college championship in the past 2 years score 5 points.

If the sport is part of the Canada Games program in 2002 or 2004 score 5 points.

### **2.6 Completion of the selection process:**

2.6.1 Sports will be selected on a gender specific basis.

2.6.2 Sports will be added until size limits are met. The CIS board will determine the maximum number of sports and athletes to be included in the core program. When the size capacity has nearly been met (i.e. approaching the theoretical maximum number of athletes or maximum number of events, a lower ranked sport may be selected over a higher ranked sport in order to stay within the maximum number of athletes size).

2.6.3 Sports will be added such that the gender balance of the program is maintained. Given this, among the sports included in the extra assessment only, a lower ranked sport may be selected over a higher-ranked sport in order to meet gender equity targets.

2.6.4 Sports will be added such that the calendar of national championships is manageable. Given this, among the sports included in the extra assessment only, a lower ranked sport may be selected over a higher ranked sport depending on the season / weekend the Championship is scheduled for.

- 2.6.5 An independent appeal mechanism using ADRSportRED will only be allowed if the selection criteria is not followed. The grounds for appeal are outlined in CIS Policy 90.
- 2.6.6 A lower ranked sport may be selected over a higher ranked sport to fill the bottom 30% of spots, at the board's discretion.
- 2.6.7 At the conclusion of the selection process, sports which are not selected as Core Sports may be eligible for inclusion as "Championships hosted in cooperation with CIS", or "National Post-Secondary Championships and Invitational events", as determined by the CIS board. (See ANNEX 4 below).

ANNEX 4

**Menu of National Championship Models**  
Draft #7 Approved by CIS Board January 26, 2004

<p style="text-align: center;"><u>Core Sport Program</u> <b>Varsity Sports</b></p>	<p style="text-align: center;"><b>Championships hosted in cooperation with CIS</b></p>	<p style="text-align: center;"><b>National Post Secondary Championships and invitational Events</b></p>
<ul style="list-style-type: none"> <li>- currently 11 sports</li> <li>- currently 15 Championship events and 19 Championship banners awarded</li> <li>- RA league play leading up to CIS Championships</li> <li>- full range of services provided by CIS</li> </ul>	<p style="text-align: center;">these</p> <p>Championships are qualifying events for FISU, or events which deliver a significant marketing or program benefit to CIS members, or events for sports which are no longer Core Sports as a result of Program Renewal</p> <p style="text-align: center;">CIS supports these events in a variety of ways as negotiated between the NSO and CIS</p> <ul style="list-style-type: none"> <li>- CIS negotiates and communicates standards regarding FISU qualifications</li> </ul>	<p style="text-align: center;">Hosts operate independently of CIS to provide university-college championships</p> <ul style="list-style-type: none"> <li>- CIS is involved in a passive manner by circulating information about these events upon request</li> </ul>

Canadian Interuniversity Sport provides opportunities for student-athletes to enrich their educational experience by competing in a variety of domestic and international championships.

**Core Sport Program**

Within Canada, CIS hosts fifteen National Championships in a Core Sport Program. Regional Associations organize league competitions and championships leading up to each of the 15 CIS National Championships. These 15 core sport Championships are provided with a full range of support and service by CIS (see Column B in Appendix 1).

CIS members determine which of these sports they will declare a team in based upon a number of factors including competitiveness, facilities, coaching, history, human resources, and financial considerations. Currently five CIS members field a team in

each CIS Core Championship sport. The average number of Core Championship Sports that CIS members participate in, by Regional Association is as follows: AUS - 8.7; QSSF - 7.7 OUA - 9.8; and CW - 9.7.

A review of the sports in the Core Sport Program mix is underway. This involves evaluating the existing core sports, and considering applications from new sports, in order to determine the profile of the sports that will be in the core program from 2006-07 through to 2011-12.

### **Championships Hosted in Cooperation with CIS**

Additional competitive opportunities for student-athletes are available through NSO conducted university college championships. These events are organized and operated independent of CIS, usually by the National Sport Organization working in concert with a university host or local organizing committee. Student-athletes who participate in these events do not use up a year of CIS eligibility. CIS has more than a passive (list-serve acknowledgement) connection to these Championships. The degree of CIS involvement in the "Championships Hosted in Cooperation with CIS" category is negotiated between CIS and the NSO from the list of potential services provided in Column D of Appendix 1.

"Championships Hosted in Cooperation with CIS" typically fall into one of the categories outlined below:

- they serve as FISU qualifying events (every other year).
- they result in a significant marketing and / or programmatic benefit to CIS and / or its members.
- sports which are no longer part of the CIS Core Sport Program as a result of the Program Review may fall into this category as a transition stage.

CIS negotiates the standards around the FISU qualification process with the NSO/Host.

NSOs wishing to host championships in cooperation with CIS should contact the CEO CIS to discuss the options. The CIS CEO will prepare a letter of agreement outlining what services CIS shall provide, and what financial/marketing/other benefits should accrue back to CIS.

### **National Post Secondary Championships and invitational Events**

Additional competitive opportunities for students are available through university, local organizing committee or NSO conducted university college championships. These are operated independent of CIS. Participants in these events do not use CIS eligibility. CIS circulates information about these events upon request through the electronic list serve.

Appendix 1

A	Services Provided By CIS to the Host	B	D	E
		<b>Box 1 CIS Core Sport</b>	<b>Box 2 Championship hosted in cooperation with CIS</b>	<b>Box 3 Invitational event independent of CIS</b>
1	<b>Eligibility:</b> rules provided and enforced by CIS	√		
2	- rule restrictions on academic standards, transfer rules, and financial awards	√		
3	- eligibility rules relaxed to conform with FISU		√	
4	- eligibility monitoring relies on honour system and on verification of medallists eligibility		√	√
	<b>Financial / Risk management:</b>			
5	- travel subsidy provided through CIS funding pool	√		
6	- CIS receives a hosting guarantee from the hosts	√		
7	- CIS reviews the budget, and financial statements	√		
8	- CIS lists host as additional named insured	√		
9	- CIS calculates and manages travel pooling services	√		
10	- some marketing or financial benefit accrues to the CIS from the Championship		√	
	<b>Qualification to participate in Championship:</b>			
11	- through Regional Association Championships and /or qualification standards	√		
12	- as determined by the Host however Regional representation is required by CIS		√	
13	- as determined by the Host			√
	<b>Technical Officials:</b>			
14	- selected by NSO, travel funded by CIS	√		
15	- fees, meals, accommodation paid by host	√		
16	- host responsible for all officials expenses		√	√
	<b>Rules and Playing Regulations:</b>			
17	- provided by CIS to govern the Championships	√		
18	- CIS requires bilingualism at the event	√	√	
19	- CIS requires gender equity	√	√	
20	- CIS requires liability insurance	√	√	
	<b>Marketing Communication:</b>			
21	- CIS owns television rights	√		
22	- Championship website provided by CIS	√		
23	- Championship is promoted in advance by CIS	√	√	√
24	- Championship promotional media release is issued	√	√	
25	- Championship wrap-up release is issued	√	√	
26	- CIS name/ logo used in promoting the event	√		
27	- CIS name/ logo used in titling the event	√		
28	- "In cooperation with CIS" may be used in promoting and		√	

	titling the event			
29	- CIS approves posters and program	√		
30	- CIS provides a delegate to attend the Championship	√		
31	- CIS provides mailing lists, media kits, lanyards	√		
32	- CIS provides link to Championship site from CIS website			
	<b>Awards</b>			
33	- CIS provides medals, banner, All-Canadian recognition	√		
34	- CIS provides championship banner	√		
35	- CIS provides All-Canadian recognition	√		
36	- CIS name may be used in addition to the NSOs on the championship banner and medals		√	
37	- Host provides championship banner, medals etc with no reference to CIS			√
38	- CIS name may be used in addition to the NSO for All Star awards, tournament MVP, All-Canadian recognition		√	
39	<b>Event can be used as qualifier for FISU event</b>	√	√	
	<b>Selection of Championship Host</b>			
40	- CIS develops bid criteria, calls for bids, selects hosts	√		
41	- Host must be affiliated with a RA, or university	√		
42	- Host must be affiliated with a RA, or university, or NSO		√	
43	- CIS provides input into the selection of the Host		√	

## ANNEX 5

### CIS Board and Committee Meeting Calendar Draft #2 – January 2004

#### Background:

At the November 2003 Board meeting it was suggested that the CIS meeting calendar be revisited to see if an alternate schedule could be developed that served the following interests:

- adding an additional face-to-face board meeting to supplement the conference call meetings
- not cramming in as many meetings around the AGM and Roundtable such that meeting participants become saturated, and productivity declines
- setting aside additional time for National Championship selection meetings such that those decisions are not rushed and pressurized by time

#### The Alternative Model:

- The following model has been developed as an alternative to the current model.
- The model satisfies some of the interests noted above in that it has added an additional board meeting in October, and has moved the board meeting usually held in conjunction with the Roundtable, to January.
- The model also adds to the CIS budget as follows:
  - \$8000 for each additional face to face board meeting in Ottawa, more for the Winnipeg scenario for a total increase in the \$16,000 to \$18,000 range.
- The model also impacts Board members time. Board members from the West (Murray, Diane, Sandy and Dick) will have an additional 6 to 7 days away from the office (taking travel and meeting time into consideration) for this model.
- The model also has some value-add to it, in that it suggests the Board meet around the time of the CAC Sport Leadership Conference, such that board members could stay and network and/or participate in the conference.

#### Suggested Next Steps:

The board can review the proposed model, and make suggestions as they see fit. The decision of whether to move to this model will be deferred until the budget is discussed in April, and the benefits of this model and the impact on the budget can be weighed against other competing priorities, and projected revenue sources.

Feedback on the model should be sent to [mgregor@universitysport.ca](mailto:mgregor@universitysport.ca) by March 1, 2004

date	who meets	sample agenda item
June 8, 9, 04	New sport committee	
June 9, Quebec	Board face to face meeting	AGM prep.
June 9, 10, 11	CIS AGM	Membership approves

Quebec	Assembly	budget, strategic plan Professional development
June 21	Board Conference call	Approves new board and committee members, and issues that arose from meetings at AGM which require timely action, or clarification
June 26 Calgary	COMSID meeting in conjunction with COSIDA (June 26-30)	
Aug 30	Board Conference Call	
Sept 27	Board Conference Call	
Oct 1- 3 Victoria	Athlete Can Athletes Forum	
early October (4,5,6)	Marketing – conference call	respond to direction from Board and AGM, operationalizing agenda for the year....
Early October	Finance Committee Conference call	
Early October	Eligibility Committee conference call	
Early October	E and E Committee conference call	
Early October	International Conference Call	
Mid-October	R and D conference call	
October 28-29	Board face to face meeting (Winnipeg or Ottawa)	
Oct 29, 30 31 Winnipeg	CAC Sport Leadership Conference	
Nov 4 - 7	Field Hockey and Rugby Champs.	
Nov 11 – 13 Orlando	Athletic Business Conference	
Nov 11 - 14	Soccer, Cross Country Champs.	
Nov. 20	Football Bowls	
Nov 27	Vanier Cup	
Late November/ early December	OUA Women of Influence luncheon Toronto	
Late November / early December	Roundtable Assembly around dates of OUA luncheon - Toronto	Professional Development etc.
Late November / early December	Marketing face to face	formulate recommendation to the Board –i.e. put CIS banner in each school, put TV ads on TSN, etc.
Late November / early December	Finance face to face	
Late November / early December	Sport Committee	National Champ bids, sport program
Dec 13	Board Conference Call	

January 12, 13, 05 face to face Ottawa	Board	Consider recommendations/reports from Committees. Determine what needs more info/follow up – assign back to Committees
mid to late Jan	RA semi-annual meetings	
early Feb	Committee Conference calls as needed	follow up on action items from Oct. meetings, and Jan. board meeting
Early April	E and E conference call	
Early April	Marketing Conference Call	
Early April	R and D Conference Call	
April 14, 15, 16	COC annual meeting	
April in Ottawa – face to face	Board	formulate recommendations to Assembly, ie. approve budget.
April Ottawa	Eligibility face to face meeting	AGM preparation
May 9	BLG Awards - Calgary	
Early May	International Conference Call	Recommendations for FISU reps, mission staff, hosts etc
May/early June	RA annual meetings	
June 05	Board  COMSID (whole day)	last minute AGM prep incorporating May R.A. meeting feedback  review success of past season, make decisions on changes, improvements, etc. for next season.
June	Sport Committee (whole day)  E & E?	Playing reg changes

Summary of Board face-to-face meetings: October, Jan., April, June