

**June 22, 2004 CIS Board of Directors Conference Call Minutes
1:30 PM**

Attendance: Drew Love, President; Dick White, President Elect; Diane St-Denis, Vice President Sport; Murray Hall, Vice President Research and Development; Pat Murray, Vice President Marketing; Katie Sheahan, QSSF; Don Wilson, Canada West; Danielle Gardner, Chair, Equity and Equality Committee.

CIS Staff: Marg McGregor, CEO; Tanja Mackin, Director Finance & Administration; Peter Metuzals, Marketing Director; David Haanpaa, Operations and Development Officer; Michel Belanger, Media and Publications Officer.

Regrets: Jean-Guy Ouellette, Chair, International Committee; Derryl Thomas, AUS; Liz Hoffman, OUA; Barb Mullaly, Chair, Finance Committee.

1. WELCOME, APPROVAL OF AGENDA

D. Love welcomed Don Wilson, Pat Murray and Katie Sheahan to their first Board Conference Call.

The Agenda was approved with the addition of Item 8. Vanier Cup.

2. AGENDAS AND DATES FOR 2004-05 MEETINGS

M. McGregor presented the Board meeting agendas for August 2004 to April 2005, as well as the CIS Board and Committee Meeting Calendar for 2004-05 (Annex 1).

Members of the Board of Directors were asked to note the dates of the upcoming Board meetings in their calendars.

3. MARKETING COMMITTEE MOTIONS

P. Metuzals reported that at their June 9, 2004 meeting, the Marketing Committee recommended following policy changes:

a) Adjustment of penalties for failure to report scores

A fine system (cumulative 50\$-100\$-150\$) for failure to report scores for home games has been in place for a number of years, with limited success/mixed results. The Marketing Committee feels that for the credibility of our brand, higher fines are a necessary incentive for schools to reach 100% compliance in the area of score reporting.

04-06-01 White/Murray

Carried

That CIS Policies 30.30.3.1 and 30.30.3.2 be deleted and changed to read.

The fines for failure to report a score following a home game (regular season and play offs) will be applied to member institutions as follows:

First offence - \$250.

Second Offence - \$500.

Third Offence - \$1,000.

Fourth Offence – Referred to Board of Directors for further action

Each score shall be reported no later than 30 minutes after the completion of the game.

These fines shall be imposed from September 1 to March 30 of every year. This means that each member institution shall start the following season with no carry over penalties

If more than one reporting infraction occurs on the same day by the same institution, it will only be counted as one offence.

b) Sponsor identification on team uniforms

The following changes to the sponsor identification on team uniforms policy were recommended.

- to add a clause that indicates that sponsors with a social message must also be registered and are subject to the registration fee.
- to make it clear that the Member may wear the CIS logo and or the Regional Association logo without registration or fee.
- to clarify that all items, ie. uniforms, t-shirts, team bags, towels and other accessories are permitted to display the registered sponsor logo, provided certain guidelines are adhered to.

04-06-02 White/Murray

Carried

To make the following highlighted changes to Policy 20.40.3.3 Sponsor identification on team uniform/apparel:

20.40.3.3.1 Canadian Interuniversity Sport Members are permitted to display corporate or social messaging sponsor logos (hereinafter referred to as the “sponsor logo”) on team uniforms and other

competitive apparel at all National Championships events, subject to the adherence of the following guidelines:

- 20.40.3.3.2 The Member is not permitted to **display a sponsor logo which** may be in direct conflict with a major Canadian Interuniversity Sport sponsor or major Host Championship sponsor. A major Canadian Interuniversity Sport sponsorship is defined as a Canadian Interuniversity Sport sponsor/ partner who contributes no less than \$100,000 annually in cash/contra/in-kind to the organization. A major sponsor for the Host includes all presenting or title sponsors (or the equivalent).
- 20.40.3.3.3 **A member is only permitted to register one sponsor logo per team. The sponsor logo shall be registered** no later than 10 days prior to the first day of competition of the sports National Championship. **The registration fee is \$200.00 per team.** The registration document should include a copy of the team uniform (a drawing is acceptable) with an accurate description of **the size of the logo and** where the sponsor logo will appear. Canadian Interuniversity Sport will send a **letter of verification and invoice for \$200 per sponsor logo to each Member unless** the Member does not qualify for the Championship, **in which case they will not** be invoiced.
- 20.40.3.3.4 The sponsor logo is permitted on the team uniform, warm up clothing, t-shirts, other competitive apparel **and accessories.**
- 20.40.3.3.5 The maximum surface of the sponsor logo on the team uniform, **warm ups and other competitive apparel** shall not exceed 100 cm², (ie., a 10cm x 10cm patch or a 33 cm x 3 cm **patch** or 2 smaller patches of 10 by 5 each, or any other configuration as long as the total configuration does not exceed 100cm²). The total size **of the sponsor logo** on t-shirts shall not exceed 200cm².
- 20.40.3.3.6 The team uniform, warm up and other competitive apparel's manufacturer logo may appear **only once on each item (Maximum logo size of 15cm²).** The Member is not required to register this logo.
- 20.40.3.3.7 The headwear or sweatband's manufacturer logo may appear only once on each item **(Maximum logo size of 12cm²).** **The Member is not required to register this logo.**
- 20.40.3.3.8 **The logo of Canadian Interuniversity Sport and/or the Member's Regional Association may appear on any piece of clothing or accessory without registration or fee.**

- 20.40.3.3.9 If a Member attends a National Championship **displaying a sponsor logo** without having followed the Canadian Interuniversity Sport registration process, they will be charged a registration fee of \$400.00, provided that all of the above rules and regulations are maintained.
- 20.40.3.3.10 Any Member that appears at a National Championship with a **sponsor logo** that does not meet the standards as set out in this Policy will be obliged to remove or cover up the **sponsor logo**. Canadian Interuniversity Sport does not **wish to have** duck tape covering up logos at National Championships as this affects the brand image of the organization. Therefore, if a cover-up is required due to non-compliance, Canadian Interuniversity Sport crests will be sewn on the uniforms, at the Member's expense.
- 20.40.3.3.11 Each Member will ensure that any sponsor logo on team uniforms/ clothing will adhere to Canadian Interuniversity Sport regulations stipulating positive values and role models. Any corporation that has a relationship or an affinity with alcohol (includes hard liquor and beer), the gaming industry, tobacco or anything of a sexist nature will not be accepted as team sponsors by Canadian Interuniversity Sport. Canadian Interuniversity Sport reserves the right to reject a sponsor application if the sponsoring corporation is deemed by a group comprising of the Canadian Interuniversity Sport Director of Marketing, Canadian Interuniversity Sport Vice President Marketing, two other Canadian Interuniversity Sport staff members and one other Canadian Interuniversity Sport Executive Committee member, to be inappropriate for Canadian Interuniversity Sport National Championships.

c) Media conferences at National Championships

The current policy on media conferences implies that each championship will have a media conference and that all participating teams must attend. The Marketing Committee has recommended that the policy be more flexible to allow that in some circumstances a media conference may not be warranted, and that teams be notified at least 45 days in advance whether or not attendance at a media conference is required.

04-06-03 White/Murray

Carried

To delete the existing Policy 20.40.3.6 National Championship Media Conferences - and replace with the following:

20.40.3.6.1

Host committees, with the assistance of the Canadian Interuniversity Sport staff, are required to let participating teams know about guidelines on attendance and participation in potential opening media conferences at the National Championship 45 days prior to the first day of the Championship. In the event that an opening media conference is scheduled host committees will ensure that times of the media conference and interviews do not interfere with practice schedules, and that media requests are within reason for each participating team.

20.40.3.6.2

When indicated that attendance and participation in the opening media conference of a National Championship is mandatory, participating teams whose head coach and athlete (minimum one) fail to attend as scheduled will be assessed a fine in the amount of \$250.00 for the coach not attending and \$250.00 for the athlete not attending (as directed by the National Championship bulletin).

4. COMMITTEE APPOINTMENTS

T. Mackin presented the list of committee appointments for 2004-05 (Annex 2). The following positions are not filled and require follow up:

Awards Ad Hoc Committee:

Chair, TBD

QSSF Rep: TBD

04-06-043 White/Hall

Carried

To approve the 2004-05 committee appointments as presented (Annex 2).

5. FINANCIAL AWARDS AD-HOC COMMITTEE

A number of issues with respect to Financial Awards were discussed at the 2004 AGM. Additional work requires to be done in this area and it was the will of the

membership that a group be struck to provide clear thinking and leadership on these items in preparation for the 2005 AGM.

04-06-05 White/Hall

Carried

To accept the following Terms of reference for the Financial Awards Ad Hoc Committee

Terms of Reference

Financial Awards Ad Hoc Committee (FAAHC)

1. Objective of the Ad Hoc Committee

To do research, provide leadership and guidance to the board and membership in the financial awards area.

2. Responsibilities

- a) Review and update the 2003-04 Financial Awards data collection tool, so that we can begin to capture Academic All Canadian data and other information needed as a result of motions approved at the AGM.
- b) Review and update the 2004-05 Financial Awards data collection tool so that CIS can begin to capture graduation rates.
- c) Develop consistent definitions for the variety of terms associated with “rosters”.
- d) Evaluate the impact of policy on ceilings on the number of awards. Is the policy accomplishing what it set out to?
- e) Develop a recommendation with respect to ceilings on number of awards for 06-07 and beyond.
- f) Receive and vet member’s notices of motions for the 2005 AGM that relate to awards.
- g) Respond to implementation issues associated with new policies adopted at the 2004 AGM, as they unfold throughout the 2004-05 season.
- h) Prepare bylaw revision proposals with respect to creating a standing Financial Awards committee.
- i) Review the entire Financial Awards policy and principles with a view to simplifying them, making them more coherent and less piecemeal, ensuring that they contribute to the CIS vision and are coherent with CIS values.

3. Membership in the Ad Hoc Committee on Financial Awards

- a. One chair as appointed by the board.

- b. **One individual with Research and Development expertise as recruited by the FAACH chair.**
- c. **One individual with Sport Committee expertise as recruited by the FAACH chair.**
- d. **One individual with Eligibility expertise as recruited by the FAACH chair.**
- f. **Other appointments as necessary to ensure that each RA is represented on the committee.**
- g. **Staff support provided by the Director of Operations.**
- h. **As far as is practicable, at least one-third of the members shall be of a different gender than the rest of the members.**

4. Term of Appointment

The term of office will be from the appointment of the members (July 2004 through June 2005).

5. Time Frame

- a) **CIS board approves the terms of reference for the ad hoc committee (June 2004)**
- b) **Ad hoc chair is appointed by the board. (June 2004)**
- c) **Ad hoc committee is staffed by appointments. (June 2004)**
- d) **Committee meets electronically and via conference call to respond to implementation issues, and update the Financial Awards data collection survey (summer, fall)**
- e) **Face to face Ad hoc committee meeting (Saturday evening Nov.27, Sunday Nov. 28).**
- f) **Committee provides update to the CIS board on its progress (January 17, 2005)**
- g) **Draft recommendations and proposals are circulated to Regional Associations, and committees for feedback (Marketing, Sport, Eligibility, R and D) in Feb/March of 2005.**
- h) **Proposal is revised as needed, and presented to CIS Board in April of 2005 for revision/ review/approval.**
- i) **Finalized proposal/recommendations are circulated in 2005 AGM mail-out (May 2005).**

6. Reporting

The committee reports to the CIS board.

6. FINANCIAL AWARDS Q AND A'S

The CIS membership approved three motions relating to Financial Awards at the June 2004 Annual General Meeting held at Mont-Ste-Anne. It was recognized that the 2004-05 season would be a year of acting and learning simultaneously as we implement these new motions. This Q and A has been prepared to respond to some implementation issues. Other issues will arise as the season unfolds and the Financial Awards ad hoc committee will provide guidance. The guiding principle in the inaugural year of the ceiling caps will be respect for the autonomy of institutions, keeping things simple, and awareness that this year is one of acting and learning simultaneously.

Motion 1. That the official team complements be:

Men's/Women's basketball	12
Men's/Women's volleyball	12
Men's/Women's soccer	18
Men's/Women's cross country	7
Football	40
Field Hockey	16
Rugby	25
Men's/Women's Track and Field	29
Men's/Women's Hockey	20
Men's/Women's Swimming	18
Men's Wrestling	10
Women's Wrestling	7

Motion 2. That during the academic years of 2004/05 and 2005/06, the ceiling of the number of awards available be 70% of the number of eligible awards.

Motion 3. That continuing student-athletes who have achieved Academic All Canadian status in their previous year of study be exempt from counting, as part of the awards team complement limits.

Example:

The following scenario may serve to clarify and illustrate the motions on ceilings on number of Financial Awards, which were passed at the 2004 AGM.

Men's Volleyball team complement: 12 players

Motion 2 above stipulates that each team can receive 70% of the total eligible awards. In this volleyball scenario, the team complement is 12 players. The calculation to determine the number of eligible awards is as follows:

Team complement of 12 x 70% ceiling = ceiling of 8.4 award units (tuition and fees)

This means the men's volleyball team has 8.4 awards (tuition and fees) it can give out. The 8.4 tuition and fee units can be broken down in a variety of fractions of units to as many players that are part of men's volleyball as each institution chooses. Here is an example:

Student-Athlete	Tuition compulsory fees for this student	Units of award given (maximum = 1)	Percentage of an Award	Dollar value of award given
1	\$4,000	1	100%	\$4,000
2	\$5,000	0.5	50%	\$2,500
3	\$6,000	0.5	50%	\$3,000
4	\$8,000	1	100%	\$8,000
5	\$8,000	0.2	20%	\$1,600
6	\$4,000	0.3	30%	\$1,200
7	\$5,000	1	100%	\$5,000
8	\$4,000	1	100%	\$4,000
9	\$7,000	0.5	50%	\$3,500
10	\$4,000	0.5	50%	\$2,000
11	\$4,000	0.4	40%	\$1,600
12	\$6,000	0.5	50%	\$3,000
13	\$5,000	0.6	60%	\$3,000
14	\$4,000	0.4	40%	\$1,600
15	\$6,000	Student is Academic All Canadian so his award is not counted in the cap on number of awards		\$6,000
Totals	\$74,000	8.4	840%	\$50,000

Academic All-Canadians:

Let's say the above team had 2 Academic All-Canadians the previous year, and one of these student-athletes is part of the above team. This continuing student-athlete is not counted in the above totals, and can receive 100% of their tuition + compulsory fees without impacting the 8.4 ceiling cap on number of award units.

So in total, 14 players on the men's volleyball team can receive a partial or full award which counts towards the ceiling or limit on number of awards, and the 15th AAC player can also receive an award equivalent to tuition and fees which is not counted in the ceiling.

The dollar amount given out is not absolute or capped. It is the number of units of an award, or percentage of an award that matters and is subject to a cap. This allows for the variable tuition + compulsory fees for each individual student in different programs.

THE DOLLAR VALUE OF AWARDS GIVEN OUT IS NOT RELEVANT. Calculations are not based on average tuition from all athletes on the roster, they are based on each student's actual tuition.

Questions and Answers

1. What about commitments already made for the 2004/05 season beyond the limit?

Schools who have already made commitments for the 2004/05 season beyond the 70% ceiling will be grandfathered for 2004/05.

2. Does the 70% ceiling of CIS Team Compliment round up?

Ex. Basketball: 70% of 12 = 8.4 Is this 8 or 9? Wrestling (W) - 70% of 7 = 4.9 Is this 4 or 5?

A. There is not a need to round the ceiling up, because it reflects a fraction of a unit that can be given out. In the volleyball example, 0.4 of an award unit can be given.

3. Is the 70% ceiling multiplier only tuition or tuition plus compulsory fees?

A. Tuition plus compulsory fees.

4. Which way are Academic All Canadians determined?

80% average on at least 18 cu. between September and April? or
80% average on at least 18 cu. between September and August?

A. The rule for calculation of Academic All Canadians will be applied, which is September to April.

5. Is the Academic All Canadian 80% average calculated on the best 18 cu., or all cu. taken, between September and April.

A. **ALL**, not best, is used for calculations, consistent with the AAC program.

6. If a team has a CIS compliment of 12 and has 3 Academic All Canadians do you use 70% of 12 = 8.4 or 70% of 9 = 6.3?

A. 70% OF 12. The All Canadians are not included in the mix of ceilings.

7. Do you use the tuition and compulsory fee for the student-athlete as of the beginning of the year (September), end of the year (April) or at each term (September/January)?

A. WHENEVER THE AWARD IS GIVEN.

8. Do you use the tuition and compulsory fees for the student-athlete in the term they are competing only (September-December and/or January-April), the traditional academic year (September-April) or the full year (September-August)?

A. This requires strong discretion by the Athletic Director. In keeping with the values of CIS, respect for autonomy of the institution will be the overriding principle.

9. If student-athletes add or drop classes does the envelope of available financial assistance change during the year?

A. WHEN A SCHOOL DOES THEIR FEE ASSESSMENT BY THE COURSE, THEN THERE WILL NEED TO BE CHANGES MADE

10. Does this new policy apply to CIS approved financial assistance ONLY and not to other areas such as; purely academic awards, federal carding awards, provincial government awards, major junior hockey educational awards, etc.

A. YES it applies to CIS approved financial assistance only.

11. Does this new policy apply to university sponsored financial assistance, bursaries, leadership awards, tuition credits, housing credits, per diem credits, etc. with an athletic component.

A. YES

12. Why did the CIS implement these changes?

A. It is thought that these changes will encourage academic excellence by providing an incentive for student-athletes to attain Academic All Canadian status. Coaches may be more inclined to recruit athletes who excel in academics.

The ceiling on the amount of awards also serves as a disincentive to recruit and stable athletes. By limiting the number of tuition and fee units that can be given out, schools will likely recruit only those student-athletes who are likely to become active participants on the team, rather than recruiting students simply to prevent another school from getting that athlete.

13. What will happen to the ceiling policy beyond 2005/06?

A. The CIS awards ad hoc committee will evaluate the impact of the ceiling and determine if the ceiling is accomplishing what it set out to do. The committee will prepare a report to the board with recommendations to the board for future policy directions. The committee has also been tasked with reviewing the entire Financial Awards policy and principles with a view to simplifying them, making them more coherent and less piecemeal, ensuring that they contribute to the CIS vision and are coherent with CIS values.

14. Who are the members of the ad hoc awards committee?

Chair TBD
Gail Blake, Carleton
Diane St-Denis, Simon Fraser
Dan McNally, Acadia
Bill Wedlake, Winnipeg TBC
QSSF TBD

Lengthy discussion occurred around whether the ceiling could be rounded up. It was agreed that there was no need to round the ceiling up, because fractions of units can be given out.

Clarification was also requested in the area of grandfathering. Lengthy discussion occurred on whether awards that had been committed to would be grandfathered only for the length of the commitment or beyond that time.

ACTION: Awards Ad Hoc Committee to review the rule on grandfathering of awards in relation to the Financial Awards motions passed at the AGM.

7. AGM EVALUATION SUMMARY

T. Mackin presented a summary of the 2004 Annual General Meeting evaluations (Annex 3). The workshops were well received and the evaluations recommended that the subjects selected for discussion at the next AGM be covered in more depth.

It was also recommended that prior to presenting information on the floor of the AGM, it be researched, articulated and solidified.

8. VANIER CUP

P. Metzals reported that the Vanier Cup Host has secured Desjardins Bank as a title sponsor. A new Vanier Cup logo which incorporates the sponsor logo is being developed.

04-06-06 Hall/Sheahan

Carried

To approve Desjardins Bank as the title sponsor for the 2004 and 2005 Vanier Cup.

9. ADJOURNMENT

The conference call was adjourned at 3:00 pm. The next Board conference call is on August 30 at 1:30 EST.

ANNEX 1

2004-2005 Meetings, Events and Championships Calendar

Monday Aug 30, 1:30 – 3:15 PM Ontario time

1. Marketing report on broadcast partner renewal, Canadian Forces sponsorship, etc (Peter)
2. Report from E and E committee: status of digesting feedback from 2004 AGM and drafting revised framework, opinion on women playing on both the men's and women's team. (Danielle)
3. Implementation issues and unanswered questions created by the 2004 AGM decisions:
 - a. Season Ending Injury rule: 40.20.2.6
4. Appointment of a replacement chair for the Awards Ad Hoc committee to replace Judy McCrae
5. Approval of CIS privacy policy.

Monday September 27, 1:30 Ontario time

1. Regional Association representatives update and environment scan
2. Report on progress of audit and final 2003-04 results (Barb and Tanja)
3. Marketing/Communications Update
4. Report from R and D: the research priorities for the year, mechanics, etc.
5. International Update (Colin)
6. Dissolving the Vanier Cup incorporation
7. 2006 Vanier Cup in Saskatoon: confirmation that hosting requirements have been satisfied
8. Providing direction to the eligibility committee on deregulating

Oct. 25, 1:30 Ontario time

1. Review first quarter financials, confirmation that CIS is remitting payroll deductions (Tanja)
2. Report on the results of data collection regarding Awards (David)
3. Report from Human Resources Committee: results of job analysis (Marg)
4. Marketing update (Peter)
5. Crisis management: early warning (all)
6. Report from CIS doping committee regarding imposing extra penalties beyond the CCES requirements (David)

Board meeting, November 30, December 1, 2

1. Regional Association representatives update and environment scan
2. Receive report from Program Renewal Committee, determine envelope size and select the draft list of sports
3. Receive report from Field Hockey Coaches Association regarding CIS Field Hockey Championships in 2005
4. Marketing / Communications update
5. Approval of revisions to the National Championships Bid Book

Mon December 20, 1:30 Ontario time

1. Receive report from the Sport Committee regarding selection of National Championship hosts
2. Report on review of travel agent contract
3. Marketing / Communications update
4. Receive financials

January 17, 2005, 1:30 Ontario time

1. Marketing progress report and update: television, TV commercials, sponsorships, etc
2. Update on the progress of the Program Renewal Committee
3. Receive progress report from Awards ad hoc committee
4. 2005 Vanier Cup: approval of location, guarantee, etc
5. Celebrate our accomplishments
6. Crisis early warning system

Feb. 21, 2005

1. Receive report from Financial Awards ad hoc committee
2. Receive report from E and E committee on progress of framework
3. Report on lease renewal consideration of alternate options

Board meeting: April 12, 13, 2005 Ottawa

1. Review and Q and A of most recent financial statements
2. Update on progress of 2004-05 plans and activities
3. Review and feedback on draft 2005-2006 strategies, goals, objectives, budget
4. Environmental scan of sport system: national sport policy, MSO review process, etc
5. Receive and approve motions from Eligibility Committee
6. Prepare motions for the Annual Meeting
7. Review National Championship Format and Participants:
20.20.1.7 "The CIS Board of Directors will ensure that National Championships are reviewed regularly and at least every three years, relative to the number of participants and format." Receive report from Sport Committee
8. Evaluation of Men's Basketball 10 team pilot

May 16, 2005

1. Approval of awards data collection tool

Date	Event
June 22, 2004	CIS Board Conference call
June 26 Calgary	COMSID meeting in conjunction with COSIDA (June 27-30)
Aug 30	CIS Board Conference Call
Sept 27	CIS Board Conference Call
Oct 1- 3	Athletes Can Athletes Forum - Victoria
Fall of 2003	Face to face CIS Program Renewal meeting
Early October	CIS Marketing committee – conference call
Early October	CIS Finance Committee conference call
Early October	CIS Eligibility Committee conference call
Early October	E and E Committee conference call
Early October	International Conference Call
Mid-October	Research and Development committee conference call

October 25	Board conference call
Oct 29, 30	CAC Sport Leadership Conference - Winnipeg
Nov 4 - 7	CIS Field Hockey Champs. (U of Alberta)
Nov 4 - 7	CIS Rugby Champs. (AUS at Halifax)
Nov 11 - 13	Athletic Business Conference - Orlando
Nov 11 - 14	CIS Men's Soccer Champs. (McGill, Montreal)
Nov 11 - 14	CIS Women's Soccer Champs. (McGill, Montreal)
Nov. 13	CIS Cross Country Champs. (University of Guelph)
Nov. 20	Uteck Bowl (OUA at QIFC)
Nov. 20	Mitchell Bowl (AUS at Canada West)
Nov 27	Vanier Cup (OUA at Hamilton)
Dec. 2	OUA Women of Influence luncheon - Toronto
November 29, 30	Sport Committee – National Championships bids, Ottawa
November 30, Dec 1, 2	Board face to face re Program Renewal, Ottawa
December 2, 3	Eligibility face to face meeting re simplifying regulations.
December 7	Marketing Conference call
Dec 20, only if needed	CIS Board conference call
January 17, 2005	CIS Board conference call
mid to late January	RA semi-annual meetings
early Feb	Committee Conference calls as needed
Feb. 21	CIS Board conference call
Feb. 25-27	CIS Swimming Championships (U of Alberta)
March 4 - 6	CIS Men's Volleyball Championships (Laval)
Feb. 27 – March 6	Cross Country Canada University Championships, Prince George
March 4 - 6	CIS Women's Volleyball Championships (U of Saskatchewan)
March 4, 5	CIS Wrestling Championships (Brock)
March 10 – 13	CIS Women's Ice Hockey Championships (McGill)
March 11 - 13	CIS Women's Basketball Championships (U of Winnipeg)
March 10 - 12	CIS Track and Field Championships (U. of Manitoba)
March 17 - 20	CIS Men's Basketball Championships (AUS – Halifax)
March 24 - 27	CIS Men's Ice Hockey (U of Alberta)
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 12, 13	Board Meeting in Ottawa
April	Eligibility face to face meeting - Ottawa
May 2	BLG Awards - Calgary
Early May	International Conference call
May	RA annual meetings
May	NCAA Gender Equity Seminar (date location TBA)
May 16	Board conference call
May 25 - 29	RCGA University College Golf Championships
June 6, 7	Sport Committee - Ottawa
June 7	COMSID/ Marketing Committee - Ottawa
June 7	International Committee - Ottawa
June 7	Board meeting - Ottawa
June 8, 9, 10, 2005	CIS AGM, Ottawa
June 15-18, 2005	NACDA Convention, Orlando Florida

Fall	CIS Members' Roundtable, Ottawa
2006	
June 14, 15, 16, 2006	CIS AGM, Ottawa
June 20 – 23	NACDA Convention, Louisiana, New Orleans
2007	
June 7 –10	NACDA Convention, Orlando
June 13, 14, 15	CIS AGM, location to be determined
Fall	CIS Members Roundtable, Ottawa

ANNEX 2

2004-05 CIS Committees

Constitution

Aubrey Ferris (Chair)
Wendy Bedingfield, Acadia

Discipline

Pat Murray (Chair) York
Sandy Slavin, Lethbridge
Coleen Dufresne, Manitoba
Derryl Smith, UNB
Katie Sheahan, Concordia
Liz Hoffman, Toronto
Don Wilson, Calgary

President's Designate for Disciplinary Procedures:

Aubrey Ferris

Doping Control Review

Drew Love, Carleton
Marg McGregor, CIS/SIC
David Haanpaa/Tom Huisman, CIS
CIS Legal Counsel

Eligibility

Bill Wedlake (Chair)
Dr. David Murphy, Saint Mary's
Joey Sabo, Bishop's
Janean Sergeant, Queen's
Sandy Slavin, Lethbridge

Finance

Barb Mullaly (Chair), UPEI
Peter Baxter, WLU
Jean-Guy Ouellette, Sherbrooke
Ross Wilson, Univ. of Sask

Human Resource

Drew Love, Carleton
Dick White, Regina
Barb Mullaly, UPEI

Marketing

Pat Murray (Chair), York
Marc Weber, Chair COMSID, UBC

Daryll Szafranski, Alberta
Deryll Smith, St. Thomas
Katie Sheahan, Concordia (to be confirmed)
Ward Dilse, OUA
Steve Laing, SFU
Liz Hoffman, Toronto

COMSID

Mark Weber (Chair), UBC
Pat Murray, York
Kim Moser, York
René Roy, Sherbrooke
David Kent, Carleton
Krista Hynes, Dalhousie
Pete Lewis, Victoria

Sport

Diane St-Denis (Chair) Simon Fraser
Jill Jeffrey, Saint Mary's
Ken Schildroth, York
Tony Adonna, Bishop's
Kim Gordon, Alberta
Strahan Hartley, Student-Athlete Voice
Kelly Matheson, “
International Committee designate
Marketing Committee designate
Finance Committee designate

Research and Development

Murray Hall (Chair), Trinity Western
Dan McNally, Acadia
Manon Simard, Montréal
John McFarlane, Queen's
Donnell Schoenhofen, Regina

International

Jean-Guy Ouellette (Chair), Sherbrooke
John Ryan, UCCB
Bob Dubeau, McGill
Liz Hoffman, Toronto
Coleen Dufresne, Manitoba
Lise Marie Acton, Student-Athlete Voice
Mike Munday, “
Sandra Murray-MacDonell, CCAA Rep
FISU Committee member – Bob Philip

Equity and Equality

Danielle Gardner (Chair), Trinity Western
Judy McCrae, University of Waterloo
Donnell Shoenhofen, Regina
Kerry Laughlin, Concordia
Michelle Healey, Memorial
Barb Mullally, UPEI
Karin Lofstrom, CAAWS

Board of Directors

Drew Love, Carleton – President
Dick White, Regina – President-Elect
Pat Murray, York - VP Marketing
Diane St-Denis, Simon Fraser – VP Sport
Murray Hall, Trinity Western - VP R&D
Barb Mullaly, UPEI – Chair, Finance
Don Wilson, CWUAA
Liz Hoffman, OUA
Katie Sheahan, QSSF
Derryl Smith, AUS
Jean-Guy Ouellette, Chair International Committee (Non-Voting)
Danielle Gardner, Chair Equity Committee (Non-Voting)

Executive Committee

Drew Love, Carleton – President
Dick White, Regina – President-Elect
Pat Murray, York - VP Marketing
Diane St-Denis, Simon Fraser – VP Sport
Murray Hall, Trinity Western - VP R&D
Barb Mullaly, UPEI – Chair, Finance

Awards Ad Hoc Committee

Chair TBD
Gail Blake, Carleton
Diane St-Denis, Simon Fraser
Dan McNally, Acadia
Bill Wedlake, Winnipeg TBC
QSSF TBD

ANNEX 3 2004 AGM EVALUATION SUMMARY

	great location, food, hotel	but main meeting too long and narrow	overall well organized and productive meetings	great job of chair	Host breakfast, best practices, issue prep good	don't want to be in Ottawa	liked the social activities/ chance to dialogue/clear the mind	biling-ualism good	AAC Celebration important	extend AGM to 4 days	No golf	golf at end	status quo
TOTAL	16	4	18	2	16	6	26	4	2	9	0	8	28

50 RESPONDANTS

specific suggestions:

- need some more "big Picture" sessions x3
- more professional dev x3
- best practices need to be more indepth x8 bring in outside experts
- confusing that a lot of the written material did not have all the updated motions
- all coaches assoc motions approved by Sport Committee should be circulated to the membership
- do not use the name "mcgarrigle" anymore
- less AGM time, more dialogue and info sharing/learning time
- concerned that there may be a shift to Board driven agendas/decision making. Concern that General Assembly is being given less decision making authority.
- work in the two hour RA meeting block.. Not so early x2
- extend AGM if a full day of PD is in between
- whole afternoon off for golf too long.
- perhaps make AAC Celebration a luncheon
- social activity important.. Maybe doesn't have to be golf
- need more time between meeting and AAC Celebration
- sport specific motions need the coaches associations to present
- keep agm affordable
- 1 day PD, 2 days meetings, socials at night, and golf at end

Summary

Even if people wanted golf at the end, the need for social activities was still emphasized.