

**Sport Committee Meeting
April 23rd & 24th, 2007
Ottawa, ON**

In attendance: Diane St-Denis, Simon Fraser (Chair); Lisen Moore, McGill (QSSF); Bill Wedlake, Winnipeg (CWUAA); Jennifer Brenning, Carleton (OUA); Al Scott, Dalhousie (AUS); Pat Murray, York (Vice President Marketing); Adam Steiner, (Student-Athlete Voice); Sheila-Ann Newton, CIS (Non-voting); Adam Oattes, CIS (Non-voting)

Regrets: Jean-Guy Ouellette, Sherbrooke (International Chair)

1. Approval of Agenda

MOTION 1 (L. Moore/J. Brenning)

To approve the agenda with the additions as noted.

Carried

2. Approval of Minutes

MOTION 2 (B. Wedlake/P. Murray)

To approve the minutes of the February 20th conference call as circulated.

Carried

3. Fall-up from Fall Coaches Association Motions

a) Women's Rugby Motion 4

Motion 4 on vote sheet –

To resubmit the 8 team/ 3 day revised Championship Format to Sport Committee.

If this is defeated at Sport Committee then propose a 6 team / 4 day revised format.

If this is defeated also then we will stay at our present 6 team / 3 day format.

Rationale: The following outlines some of the key considerations that guided the determination of the proposed format:

- given the high physical demands of the game and the increased risk of injury that results from excessive playing time, teams should not be required to play more than one game a day;
- one game per day would increase the overall competitive level of the tournament -- playing fresh means that athletes are able to give their best performance;
- the longer duration games that would result are more aligned with the competitive format of conference league play;
- the OUA conference, based on their comparatively larger population, would benefit from having two berths; and
- additional berths could and should be used to reward success (bonus berth) and to promote continued development (rotational).

Athletic Director

For - 15

Against - 4 Abstain - 0

Head Coach

For - 17

Against - 2 Abstain - 0

Information provided to committee for review and discussion:

(Based on 2006-07 Declaration of Participation)

Men's Basketball	8 Team Format	43 Teams participating
Women's Basketball	8 Team Format	43 Teams participating
Cross Country	Open	30 Men's / 32 Women's
Field Hockey	5 Team Format	14 Teams
Football	4 Team (includes Bowls)	27 Teams
Men's Hockey	6 Team Format	31 Teams
Women's Hockey	6 Team Format	27 Teams
Women's Rugby	6 Team Format	24 Teams
Men's Soccer	8 Team Format	41 Teams
Women's Soccer	8 Team Format	45 Teams
Swimming	Qualifying Standards	30 Men's / 30 Women's
Track & Field	Qualifying Standards	24 Men's / 26 Women's
Men's Volleyball	8 Team Format	28 Teams
Women's Volleyball	8 Team Format	39 Teams
Wrestling	Qualifying Standards	16 Men's / 16 Women's

Only reference to "critical mass" in the program renewal report was in reference to number of teams to warrant competition in a core funded sport. No reference to format based on a specific number of teams.

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. (40% of the membership)

Committee discussion:

There's was no support to move the above motion from the Women's Rugby Coaches Association. There does not seem to be any growth in university women's rugby (expansion of number of teams participating). Will be part of the evaluation of the Task Force principles in the next go around.

Part two of motion (6 teams in 4 days)

- Not sure why the Coaches Association would want the championship format (games) to be different from the regular season?

MOTION 3 (J. Brenning/P. Murray)

Carried

That this be sent back to the Coaches Association with the recommendation that a new motion be developed clearly articulating the suggestion that the championship move from a 3 day championship (6 teams) to a 4 day championship (6 teams) and what the new format would look like. Deliver game in same format as the regular season games.

Committee agreed we would remain at status quo for 2007 championship.

NOTE: Coaches Associations need to separate out motions with multiple parts. Provides clarity to Athletic Directors when voting thus providing direction to Sport Committee.

Additional discussion:

- There isn't any consistency in the allocation of berths from sport to sport.
- Sometimes the extra berth(s) is based on # of teams in a conference, other sports strength of league.
- Process of evaluation may have been flawed as we ask the coaches association if they want change but maybe the question needs to be a reconfirmation of what is already there.
- Also the ask maybe should go to the membership (not just the coaches).
- Should be stated why the format is the way it is. Clearly stated in the policy the objective criteria/principle for the berths.

ACTION: The evaluation of assigned berths should be added to the next agenda. Also need to verify when the next scheduled review of the Task Force principles is to take place.

b) Women's Soccer Motion 4 and Motion 6

Annex C

Motion 4 on vote sheet

That all Championship sites must have 2 playing fields available for the entire duration for the competition.

Rationale: Will address concerns surrounding length of competitive days with 4 games on one field, unbalanced recovery times, wear and tear on one field, climate affecting teams (i.e. playing at midday vs playing early or late when it can be quite colder).

Athletic Director	For - 26	Against - 4	Abstain - 1
Head Coach	For - 28	Against - 2	Abstain - 1

Discussion highlights:

- Motion indicates 2 fields, doesn't indicate 2 "identical" fields.
- Assuming intent is for games running simultaneously.
- Would this not discourage teams from bidding? Pressure on host to run one on campus and one satellite field.
- When we went to 4 days we addressed the concern with time of day.
- We have called for bids right now – can't effect the next go around therefore we have time to go back to the coaches association for more direction.
- Schools are investing a great deal of \$ into new turf fields, and now you can't bid unless you go out and get another turf field in the community.

MOTION 4 (A. Steiner/A. Scott)

Carried

That the motion be sent back to the Coaches Association requesting clarification on the following:

i. Do you want the two fields because you want the games at the same time?

ii. Are you looking for two fields to ensure a backup field is available?

iii. Do the fields need to be identical surfaces?

iv. Research to make sure you're not undermining CIS's ability to recruit hosts.

v. Side by side fields? This could mean we'd be moving back to 3 days. Is this what you want?

This should also be sent to the Men's Coaches Association for their feedback.

Motion 6 on vote sheet

If a Head Coach decides to pull their team from the field of play during a CIS Championship game, then that coach is suspended for the remainder of the tournament.

Rationale: Provides a minimum direction to the Championship Management Committee.

Athletic Director	For - 23	Against - 5	Abstain - 3
Head Coach	For - 22	Against - 5	Abstain - 4

Discussion highlights:

- Concern that this motion was a knee-jerk reaction immediately following the situation.
- Championship Management Committee is there to deal with these types of situations.
- Noted that the incident was forwarded to the CIS and the Discipline Committee. There were learnings from the situation but not additional sanctions were imposed.

Committee agreed that there was not enough evidence to warrant CIS adding an additional policy.

c) Men's Soccer Motions

The 66% response rate was not required at the time of our last conference call. Have now achieved a 85% response rate (35 of 41 schools).

Motion 3 on vote sheet (PRE-APPROVED)

That the next President of the Association be asked to put together a budget for the Association in conjunction with needs that have been identified or are recurring.

Athletic Director	For - 29	Against - 0	Abstain - 6
Head Coach	For - 32	Against - 1	Abstain - 2

Motion 7 on vote sheet (PRE-APPROVED)

That the recommendations for Men's Soccer Coaches Association Enhancements detailed in Annex E of the minutes with the addition of the requirement to have some form of a Coaching Symposium be accepted as part of the CIS Bid Book.

Athletic Director	For - 28	Against - 2	Abstain - 5
Head Coach	For - 34	Against - 0	Abstain - 1

Motion 9 on vote sheet (PRE-APPROVED)

That CIS have discussions with the respective Men's and Women's Coaches Association prior to a ball contract with a leading soccer ball manufacturer being agreed to for CIS use. If we work together we should be able to reach a situation that is beneficial for both the user and the supplier.

Rationale: There is concern that the Coaches Association were not involved in the decision to move to the Baden ball as well as concern with the quality of the ball itself.

Athletic Director	For - 35	Against - 0	Abstain - 0
Head Coach	For - 35	Against - 0	Abstain - 0

Motion 10 on vote sheet (PRE-APPROVED)

That a letter of appreciation on behalf of the Coaches Association be sent to the University of Alberta to thank them for hosting the National Championships and doing so in an excellent manner.

Athletic Director	For - 34	Against - 0	Abstain - 1
Head Coach	For - 35	Against - 0	Abstain - 0

The following motions are considered Coaches Association business:

Motion 1 on vote sheet

That the Canadian Men's FISU Games Team use up to three (3) players who are not playing in the CIS but are eligible under FISU Games eligibility rules and who are participating in CSA programs.

Rationale: Would like to ensure we field the best team possible for the Games and allowing an opportunity for those athletes in the US who may provide some additional talent.

Athletic Director	For - 22	Against - 12	Abstain - 1
Head Coach	For - 24	Against - 11	Abstain - 0

Motion 2 on vote sheet – (would be part of the CIS Bid Book – coaches association enhancements)

That the host institution undertake to host some type of Coaching Symposium in conjunction with the National Championship to enhance the event and that the Coaching Association should assist with reasonable costs associated with the undertaking.

Athletic Director	For - 29	Against - 4	Abstain - 2
Head Coach	For - 32	Against - 2	Abstain - 1

Motion 8 on vote sheet –

That the changes and enhancements detailed in Annex H of the minutes be accepted.

Rationale: Cleans up the playing regulations and provides clarity.

Athletic Director	For - 28	Against - 2	Abstain - 5
Head Coach	For - 34	Against - 0	Abstain - 1

Motion 11 on vote sheet

That Pat Nearing be elected as President for two years.

Athletic Director	For - 27	Against - 0	Abstain - 8
Head Coach	For - 32	Against - 0	Abstain - 3

Motion 12 on vote sheet

That Vlad Pavlicik be elected as Vice President for two years.

Athletic Director	For - 27	Against - 0	Abstain - 8
Head Coach	For - 32	Against - 0	Abstain - 3

The following motions have been forwarded to other committees:

Motion 4 on vote sheet – FORWARDED TO ELIGIBILITY COMMITTEE

That the CIS Men’s Soccer Association encourages the CIS Eligibility Committee to revisit and reconsider the rule that says that players who play in a non-CIS institution and then return to play at a CIS institution have to sit out for one year. The Coaches wish to have the one-year rule cancelled so that the transfer takes place without a penalty.

Rationale:

1. We need to promote the game in Canada
2. It recognizes the fact that players have made a bad decision and does not lead them to transfer to another US institution where they do not have to sit out a year.
3. A release form needs to be designed to prevent unethical aspects
4. Would elevate the standard of CIS soccer and would be athlete centered.
5. Would welcome back players involved in CSA programs.
6. The motion would send a message to other Coaches in other sports that we need to move down this road

Athletic Director	For - 16	Against - 17	Abstain - 2
Head Coach	For - 23	Against - 10	Abstain - 2

Motion 5 on vote sheet – FORWARDED TO ELIGIBILITY COMMITTEE

That if the above motion is not reviewed by the CIS Eligibility Committee in a positive light, the CIS Men’s Soccer Coaches Association encourages the CIS Eligibility Committee to make the following change. Upon receipt of a signed transfer form, which needs to be developed, a player transferring to a CIS school outside their original conference be allowed a one-time transfer without having to sit out one year.

Athletic Director	For - 12	Against - 18	Abstain - 5
Head Coach	For - 26	Against - 8	Abstain - 1

Motion 6 on vote sheet – FORWARDED TO MARKETING COMMITTEE

That the Coaches Poll be posted and extended by two weeks the first of which would include a ranking of the teams prior to the National Championship and the second a ranking after the National Championships. The Coaches Association would provide an additional two teams based on earlier ranking to complete the Top Ten.

Rationale: Information currently shown on the CIS website is not reflective of what took place at the end of the season, in the playoffs and at the National Championship.

Athletic Director	For - 28	Against - 3	Abstain - 4
Head Coach	For - 32	Against - 2	Abstain - 1

d) Football Motions

The 66% response rate was not achieved at the time of our last conference call. Have now achieved a 67% response rate.

Motion 5 on vote sheet (PRE-APPROVED)

Be it resolved that a Kick Returner be determined annually and recognized at the CIS All-Canadian and Major Awards Ceremony.

Athletic Director	For - 16	Against - 0	Abstain - 2
Head Coach	For - 17	Against - 0	Abstain - 1

ACTION: S. Newton to verify if the above motions means an expansion of the existing number of All-Canadians.

The following motions are considered Coaches Association business:

Motion 3 on vote sheet

Be it resolved that an Ad Hoc Committee consisting of one representative from each CIS Football Conference, along with one CIS Official (ie: an Athletic Director) be mandated to determine the feasibility of developing a National Interlock Schedule. The Committee to present a preliminary report for presentation at the 2007 CIS All Star Game.

Athletic Director	For - 10	Against - 8	Abstain - 0
Head Coach	For - 15	Against - 2	Abstain - 1

Motion 4 on vote sheet

Inasmuch as there is inconsistency and a lack of information from year to year for the All-Canadian Selection Committee, and

Inasmuch as a number of Motions regarding the selection process, video criteria and the like have been passed and not enacted,

Be it resolved that CUFGA form a Subcommittee to develop a process to review the criteria for selection of the All-Canadian Team and the Major Awards. These criteria to be documented and reviewed by the Selection Committee annually prior to the actual selections being made.

Athletic Director	For - 17	Against - 0	Abstain - 1
Head Coach	For - 17	Against - 0	Abstain - 1

Motion 6 on vote sheet

Be it resolved that John McGowan, AUS Statistician, be engaged to standardize CIS Football Statistics across all CIS Football Conferences.

Athletic Director	For - 16	Against - 0	Abstain - 2
Head Coach	For - 17	Against - 0	Abstain - 1

Motion 8 on vote sheet

Given the regional diversity of CIS football, combined with the number of participants in the sport, many issues specific to football have arisen over the years. Therefore,

Be it resolved that CUFGA investigate the hiring of a full time Commissioner responsible for addressing and coordinating those issues as may apply specifically to CIS football. Remuneration for the position would be met through profits from the East West All-Star Game and/or other such activities representing CIS football.

Athletic Director	For - 8	Against - 10	Abstain - 0
Head Coach	For - 13	Against - 3	Abstain - 2

Motion 10 on vote sheet

That a Committee be established to investigate the appointment of a CUFCA Commissioner for the 2007 Season. The Investigative Committee to be named by the incoming President.

Athletic Director	For - 11	Against - 5	Abstain - 2
Head Coach	For - 16	Against - 0	Abstain - 2

Discussion highlights from Sport Committee:

- CUFCA is a sub-committee of Sport Committee.
- Coaches associations hire a commissioner – is that not the CIS hiring this person?
- They are accountable to CIS.
- Need to clarify with the Board who can hire on behalf of the CIS (i.e. commissioners).
- Concern that these people can become spokesperson for the coaches group – accountable to CIS. Could disenfranchise the coaches group from the conference.
- Sport Convenors at the CIS level – understanding of CIS policies and values/ethics, etc.
- Dialogue through the CIS human resource committee.
- Term “commissions” – independent decision making (sport chair would be better).
- Not against the coaches association needing the assistance. Someone to help them facilitate their work.
- \$ was what stopped CIS from implementing this model before (sending sport convenors to Coaches Association meetings).

ACTION: Forward to the June agenda for Sport Committee. Need a framework that would allow the appointment of convenors to assist the coaches association get their business done. Would need to be forwarded to the Board of Directors.

Motion 11 on vote sheet

Be it resolved that the next Annual Coaches Meeting be held in Toronto, ON at the site of the 2007 Vanier Cup and that the Coaches Working Committee Meetings take place on Wednesday afternoon, November 21st with League Meetings in the morning and the Plenary Session held on Thursday, November 22nd, 2007.

Athletic Director	For - 17	Against - 0	Abstain - 1
Head Coach	For - 17	Against - 0	Abstain - 1

FORWARDED TO OTHER COMMITTEES:

Motion 1 on vote sheet – FOR CONSIDERATION BY REGIONAL ASSOCIATIONS

Be it resolved that all CIS Football Conferences adopt a Modified Rule Book to be developed by George Black, CFL Director of Officiating and Ken Green, OUA Referee-in-Chief, taking into consideration the following exceptions to the existing CFL Rule Book (See Appendix II of Coaches Association minutes. Bolded rule differences indicate CIS Rules that would NOT be changed). The Modified Rule Book is to be presented to CUFCA Members by February 15, 2007.

Athletic Director	For - 16	Against - 0	Abstain - 2
Head Coach	For - 16	Against - 0	Abstain - 2

Motion 2 on vote sheet - FOR CONSIDERATION BY REGIONAL ASSOCIATIONS

Be it resolved that all CIS Football Conferences adopt a modification to the rule protecting the Long Snapper from contact initiated by the returning team within the one-yard neutral zone. Ken Green and Brian Small to form a Committee of two to craft appropriate wording for distribution to all CIS Officials and Coaches by March 15, 2007.

Athletic Director	For - 17	Against - 0	Abstain - 1
Head Coach	For - 17	Against - 0	Abstain - 1

Motion 7 on vote sheet – FORWARDED TO ELIGIBILITY COMMITTEE

Whereas sports such as basketball, volleyball, and hockey have tournament schedules that allow greater participation for their athletes relative to the number of games in which an individual may participate before eligibility is used, and

Whereas Football is restricted to an eight game Conference schedule with the opportunity for only one exhibition game,

Be it resolved, given the possibility of interlocking schedules between Conferences, that a player be allowed one conference game, regardless of an exhibition game, before eligibility is used.

Athletic Director	For - 11	Against - 6	Abstain - 1
Head Coach	For - 15	Against - 2	Abstain - 1

Motion 9 on vote sheet – FORWARDED TO ELIGIBILITY (PAST DATE INDICATED IN MOTION?)

Be it resolved that the recruiting blackout for the upcoming season be Monday, December 22, 2006 to Sunday, January 2, 2007 inclusive.

Athletic Director	For - 17	Against - 1	Abstain - 0
Head Coach	For - 16	Against - 1	Abstain - 1

e) Cross Country

66% response rate not achieved at this time due to the lateness of sending out the vote sheet. Will be brought forward to the next meeting

4. Update on Winter Coaches Association Motions

Committee reviewed motions that will be brought forward to the May conference call.

Follow-up required by S. Newton on the following motions:

M Hockey – Motion 6 (Need to find the old motion to ensure the intent is captured).

W Hockey – Motion 2 (If this was to pass, what would the rotation be?)

Track – Motion 4 (Need more rationale.)

Wrestling – Clarification re process. Are there minutes? What is CAWA's role?

5. Curling Update

An update was provided to the Committee as a revised backgrounder is being presented to the Board of Directors this week.

Comments from committee:

- Eligibility – modification to include “must be a current student-athlete (enrolled in that competitive year)”
- Nordic Ski – has a CIS logo on the championship banner. Need to follow-up on this.

6. Management Model for Coaches Association Funds

See Appendix A.

Discussion highlights:

- Goal is to come back in June with a policy on how to manage coaches association funds.
- Coaches Associations are sub-committees of the Sport Committee and therefore we can establish what they can spend their funds on.
- Add to general Administration expenses: President’s expenses i.e. AGM/Sport Committee and minute taker honorarium.
- Need to add that a detailed projected budget needs to be approved by Sport Committee / provided by the Coaches Association in June the previous year.
- If no budget is submitted the fees will not be invoiced to the membership.
- If expenses submitted without having submitted a budget (and received approval) the invoice will not be paid.
- Is there any merit in investing the amount in a trust fund or something to make \$?
- The finance committee should look at placing this in a savings account to go back to CIS.
- Sport enhancements could include IT, video, streaming, webcasting, Canada First.

Policy to include:

- max of \$100 / year
- list of enhancements that can be supported by funds
- in order to charge fee:
 - * budget to be approved by SC in June
 - * a demonstrated need
 - * threshold for freezing (excess funds go to FISU)
- paying convenors is not on the agenda.

7. Championship Dates

a. Phase In Plan for Men’s & Women’s Basketball

MOTION 5 (L. Moore/J. Brenning)

Carried

That the full implementation of the schedule changes take place in 2010-2011.

b. Motion from International Committee (Hockey 2009)

See Appendix B

Discussion highlights:

- Exams will be starting at the beginning of April.
- AUS in 2007 reduced the number of games.
- In men’s hockey it would affect one conference.
- In women’s hockey it would affect 24 athletes across the country or changing the date of the championship it affects hundreds of athletes across the country.

- These types of changes happen in sport all the time – This is why Sport Canada does not believe CIS is in High Performance development. If we believe we are part of the high performance system then we need to make the necessary adjustments at times like this.
- Conferences need a chance to discuss.
- We can discuss on our May conference call.
- Continue to pursue discussion with Championship Hosts.
- Conference reps need to discuss scheduling issues at their upcoming regional association meetings.
- Marketing committee to discuss broadcasting women's final on a Monday night (STFX request)
- The earlier the athletes know in advance that they're selected so they can negotiate a new exam schedule (Adam – easier to adjust December exam schedule then April/May)
- Could look at running the women's championship earlier.
- Could move women's championship two weeks instead of 3 weeks and the conferences work through various solutions.

ACTION: Regional Association representatives to get back to S. Newton with comments by May 22nd.

8. East-West Bowl Games – Historical Overview

See Appendix C.

Discussion highlights:

- If they lose money or there's a liability issue who's accountable?
 - Great event, nothing bad to say about that event, its not about that.
 - It's about being prepared for the "What If?" CIS needs to safe guard its properties, logo, sponsors, etc.
 - Should it be treated similar to championships – contract ?
 - Legally there's no doubt this is a CIS event.
 - Would be wise to have a 3rd party contract.
 - The intent is not to take the profits from the event to subsidize the CIS budget.
 - Need to work in synergy and harmony with CIS values.
 - **The membership has never voted on this (football schools only), they support it through sending their athletes. Include more details on the event (operating structure, budget) accountability framework (list the pros and cons) Should help CUFCA develop the model to present to the membership.**
- Concerns are financial accountability, insurance/liability, branding**
- The host and the CIS has to protect themselves.
 - There are some links in the sponsorship area.
 - Is the invoice for the \$1000 fee coming from CIS?

MOTION 6 (A. Scott/J. Brenning)

Carried

That the Sport Committee supports a model for the East-West Bowl Game that ensures a financial accountability framework is provided to CIS annually.

ACTION: Would be interesting to put this to CURIE to see what their thoughts are from a liability perspective. S. Newton to follow-up.

9. Swimming 2007 Evaluation of total participants

At the 2006 June Sport Committee meeting the following motion was approved:

Motion 8 – SUPPORTED BY SPORT COMMITTEE AS AMENDED.

To establish Relay qualification standards based on 8th place over the last 5 years at the CIS Championships. Any swimmer who is a member of a qualifying relay would be eligible to attend the CIS Championships and swim only in relay events at the institutions expense (**Clarification: not part of the travel pool and will be a one-year pilot project. Will evaluate the increase in total numbers and if there is any impact on the quality of the event from a host and/or competition perspective.**)

Discussion highlights:

- There's been limited feedback received at this time re the impact on the 2007 Championship.
- There didn't seem to be an increase in the numbers overall. There could several factors for this:
 - * coaches weren't aware they could send the extra athletes
 - * location of championship impacted their decision to send the athletes
 - * schools simply choose not to send their athletes
- Would be helpful to know how many athletes went from each insitution.
- If there was a small increase the impact would be very minimal from a host perspective.
- Coaches association – what was the impact?
- Need to look at 2006 championship to have numbers to compare with the 2007 numbers.
- It may be worthwhile to continue with the evaluation of the 2007 and 2008 championship. Gather additional numbers to complete a more accurate comparison.
- Host needs to be asked was there direct impact on the numbers (quality of the event, financial, space on pool deck)

MOTION 7 (A. Scott/L. Moore)

Carried

To extend the swimming pilot project to include the 2008 CIS Championship.

10. a) New summary form for the evaluation of championship hosts

S. Newton reported that this was still being worked on.

b) 2006-2007 Championship Report

See Appendix D

i. Trophies

MOTION 8 (P. Murray/A. Steiner)

Carried

That the CIS investigate the cost of providing CIS Championship winning teams with a keeper plaque similar to what is provided in the NCAA. Perpetual trophies would be retired. Should include a cost comparison re current amount of \$'s invested in annual repairs and the production of trophy cases.

ii. Delays in Convenor Reports

S. Newton reported that there continues to be delays in the receipt of convenor reports. Not sure if the timelines need to be adjusted. Current policy – 30 days following the championship the convenor report, along with the guarantee, is to be received by the CIS Office. The financial report is due 45 days following the championship.

Committee felt that was no need for the delays in forwarding the convenors report and/or the guarantee. CIS should be invoicing host schools well in advance to facilitate this process. The guarantee has to be paid regardless of the profits from the championships. Preparing a financial report within 45 days could however be a challenge.

MOTION 9 (P. Murray/B. Wedlake) Carried
That CIS send an invoice in advance of the championship (60 days) to each championship host for the guarantee.

MOTION 10 (L. Moore/J. Brenning) Carried
That financial statements from CIS Championship hosts be due 60 days following the completion of the championship.

MOTION 11 (L. Moore/P. Murray) Carried
That the CIS office staff be directed to look at a more timely payment of sponsor revenue to championship hosts as per the sponsor grids.

iii. Webcasting

General comments from the committee:

- there is a need for the sharing of best practises re webcasting (from a technology perspective)
- need to look at this as a requirement for Hosting
- would recommend a session at the AGM as this is an emerging technology
- include expansion into other areas (interview of athletes, lead up to games)
- there's a company in Fredericton that has now handled several CIS Championships (M Hockey, W Basketball, will be doing W Volleyball). They could be of assistance.

ACTION: P. Murray to take this forward to Marketing Council to investigate the possibility of a session at this years AGM. CIS should also be looking at FACEBOOK.

iv. Fan Behaviour Protocol

Several Hosts face challenges with knowing when to step in.

- Any use of profanity towards an athlete/coach/officials.
- "Safe environment" for the athletes (includes verbal abuse).
- The environment of fan behaviour in pro sports has changed, kids are replicating this. CIS needs to be different. Leaders in this area.
- Can stipulate the values of "CIS" to the members, our expectation that members are putting into place practises to address this issue.
- Regional Associations should forward their policy to the CIS at the start of each season. Reminder sent from CIS to members (copy of policy).

- Note: we need clarification re FIBA rules and noise makers.
- Can't legislate common sense.
- Engage the hosts in how they are going to handle this. Could be part of the bid process.
- Shouldn't tie the hands of the host – they need to bring fun and excitement to the games.
- Simplify it - its not personal, its not profane, stay off the playing surface.

ACTION: The four regional representatives to send to S. Newton a copy of their policy. May lead to CIS's policy being refreshed. Four reps are also to gather best practises from the schools in their regional associations.

v. Non-Compliance Policy

MOTION 12 (J. Brenning/B. Wedlake)

Carried

To change the non-compliance policy to include:

- a) Playing regulations OR policies related to CIS National Championships**
- b) Must be a documented process that is corrected and filed in the CIS office (cumulative process)**

13. Update Women's Basketball Proposal (at Board table)

D. St. Denis provided an executive summary of the women's basketball proposal.

- Argument is that if there is no host in the final 4 then who's going to host it with all the financial implications associated with it.
- Don't feel there's a big enough fan base in Canada for CIS W Basketball.
- Why is this going to the Board? Should be at this committee.
- Did go through this committee and we did not support moving forward with it. The membership directed the Board to look at this. Commitment came from the CIS President.

14. Discussion re timing of the April meeting/Work flow for Sport Committee

Could look at the following process:

- January/Feb. conference call to discuss the Fall Coaches Association motions.
- Conference call beginning of April (to discuss issues that are conference sensitive and any motions from Coaches Associations that would impact conference scheduling, etc.
- May face-to-face meeting

Committee agreed that a meeting the last week of April is needed for regional reps to be able to report back to their regional associations. Regional meetings are anywhere in the first two weeks of May. Sport Committee would then have to meet the 3rd week of May.

ACTION: D. St-Denis and S.Newton to draft something for the May meeting.

15. Discussion re Vice President Sport Committee

D. St-Denis reported to the Committee that she had forwarded her letter of resignation as Vice President Sport to the CIS President. Will be stepping down at the end of the June meetings. The Board will need to appoint a replacement for one year then a call will go out for the following two year term.

16. Next Meetings

- a. May 29 Conference Call @ 1:30 pm EST
- b. June 11 & 12, Brudenell, PEI
 - Monday, June 11, 3:00 pm to 9:00 pm (Dinner provided)
 - Tuesday, June 12, 8:00 am to 12:00 pm (Breakfast provided)

APPENDIX A
Management Model for Coaches Association Funds
- DRAFT 1 -

Desired outcome: To initiate discussion on a framework for the use and collection of Coaches Associations funds.

Background: At the Sport Committee meeting in June 2006 the committee discussed the need to develop a framework/parameters for the use of Coaches Association funds with a view to ensuring the membership did not continue to pay fees to the associations if there was no plan in place on how the funds were going to be used. Below is an excerpt from the June minutes:

b) Account summaries and coaches association budgets

Sport Committee had agreed to having parameters for how coaches associations could spend funds from their coaches association accounts. CIS institutions pay the coaches association fees and they are a sub-committee that reports to the CIS Sport Committee.

It was further agreed that the funds should be spent on coaching type enhancements. These include:

- a) Coaching Professional Development i.e. FISU (no athletes, coaches only) and/or World Championships.
- b) General Administrative Business (conference calls, meeting rooms)
- c) CIS Awards/Honours (championship awards, etc.)
- d) Congresses/Seminars
- e) Membership/affiliation (NSO, etc.) include meeting participation
- f) Special projects would be considered on a case-by-case basis.

Once a coaches association reaches a certain amount of funds in their accounts then they can not charge the annual membership fee until such a time as the accounts are down to a certain amount. Would encourage the use of the funds for specific coaching enhancement projects.

Committee indicated a need to establish what the minimum operating expenses are annually for each individual coaches association in order to establish the minimum threshold (minimum to be maintained in their account). The concept would also stop the invoicing of fees once the account reaches it's maximum threshold which would be double the minimum threshold.

There are still a few coaches associations that have not forwarded their closing balances from their previous accounts.

ACTION: S. Newton to forward to D. St-Denis the names of the coaches association representatives who have not forwarded the funds from their former accounts. Must be completed as soon as possible. (April 2007 update – funds still not forwarded include Men's Soccer, Men's Volleyball and Wrestling.)

ACTION: S. Newton to work on the above parameters for use of coaches association funds. These parameters will be provided to Sport Committee for feedback then a recommendation will go to the Board of Directors. Also need to circulate/communicate to membership/coaches associations that we're working on something (broad statements, invite their feedback and suggestions as well.).

FOR DISCUSSION -

Potential Revenues:

Fees (Number of teams x \$100 [maximum amount charged])	\$1300 - \$4200
Championship Hosts (part of Bid proposals i.e. M Basketball)	\$10,000

Annual Expenses:

All-Canadian/Awards Selection Conference Call	\$50 - \$100
President attending NSO meetings	\$1,500 – \$2,000
Annual fees to NSO	\$0-\$500
President attending CIS annual general meeting (once every 2 years)	\$500 - \$750
President attending Bid Selection meeting (once every 2 years)	\$500
Awards (purchase of plaques for additional awards)	\$50 to \$200
Coaches Association meeting expenses (meeting room, food, audio visual)	\$0-\$500
Contribution to Canada First document	\$1500
Purchase to Stats Package (i.e. M Basketball)	\$2,500
TOTAL (maximums)	\$6050

Additional Expenses:

Contribution to FISU (do we need to define what they can use this money for ie. coaches travel, selection camps, training camps, officials travel, etc.)	
Contribution towards Sport Congress	\$1,500

Examples of expenses not supported:

Gifts for all coaches (i.e. new jackets)
What else?

2006-2007 Financial Statements:

Please see the attached excel spreadsheet for the most up-to-date version of the coaches associations financial statements.

Recommendations/Next Steps

- A) Approximate annual expenses = \$6050
Maximum threshold to be retained in account (double annual expenses) = \$12,000 (approx.)
Once the \$12,000 is achieved fees are suspended until the funds used.

- B) If an account reaches \$6050 and there have been no funds spent for 2 years fees are suspended until the funds are used.

APPENDIX B

International Committee Motion to Sport Committee regarding the dates of the 2009 Men's and Women's Hockey Championship

Motion #1: To change the dates of the 2009 CIS Men's Ice Hockey Championship from March 19-22, 2009 to March 26-29, 2009.

Motion #2: To change the dates of the 2009 CIS Women's Ice Hockey Championship from March 5-8, 2009 to March 26-29, 2009.

This will require an exception to CIS policy 20.30.3.1.3 regarding CIS National Championship Schedules. The policy currently states, "The last National Championship in the winter must be played on or prior to the 29th Sunday following Labour Day Monday." If the motions are accepted, both championships would occur on the 30th Sunday following Labour Day in 2009. Both championships would fall on the weekend of the final eight in the 2009 NCAA men's basketball championship.

Rational:

1. FISU has awarded the 2009 Winter Universiade to Harbin, China. The sports menu offered at these games will include men's hockey and (for the first time) women's hockey.
2. Canada has been a driving force for the inclusion of women's hockey in the Universiade and has lobbied FISU since 1998 to that end.
3. Due to the extreme weather conditions in Harbin during the month of January FISU has agreed to move the Universiade from its traditional dates. The average temperature in Harbin in January is regularly between -25°C to -35°C, which is too cold for the Fédération Internationale de Ski (FIS) to sanction the Alpine and Nordic events at the games. Therefore the tentative dates of the 2009 Winter Universiade are February 18th to February 28th, when the temperature is warm enough to hold the Alpine and Nordic events.
4. If Canada sends both a men's and women's hockey teams to the games and the dates of the games remain the same, the earliest date those athletes and coaches attending would return to Canada would be March 1st, 2009.
5. The Women's Ice Hockey Championship is currently scheduled from March 5-8 in 2009. If the date of the championship remains the same and Canada does send a women's team to the Universiade, universities would be required to release players during essentially all the regional association playoffs in order to attend.
6. However if the dates of the Women's Ice Hockey Championship were changed to March 26-29, 2009, it would allow for three weeks of playoff competition to occur before the start of the championship. Canada West requires four weeks to complete its playoffs and determine its regional champion, however the AUS, the OUA and the QSSF only require three weeks to conduct their playoffs and determine their regional association champion.
7. The Men's Ice Hockey Championship is currently scheduled from March 19-22, 2009. It is Canada West's turn to send a team to the Universiade. If the date of the championship remains the same and Canada West does send a men's team to the Universiade, those universities would be required to release players during the first two weeks of their three week playoff schedule in order to attend.

8. However if the dates of the Men's Ice Hockey Championship were changed to March 26-29, 2009, it would allow for three weeks of playoff competition to occur before the start of the championship. Canada West requires three weeks to complete its playoffs and determine its regional champion and therefore no student athletes attending the Universiade would be required to miss any of the Canada West playoff competition

APPENDIX C
East-West Football All-Star Game
- DRAFT 1 -

The following is a draft of a document capturing the historical details surrounding the East-West All-Star Game. The document has been forwarded to CUFCA for their response to questions and for their feedback. Once CUFCA has responded an updated version of the document will be available at the June meetings. Any additional details you feel should be included in this piece please forward to Sheila-Ann Newton snewton@universitysport.ca

Desired outcome: The purpose of this document is to capture the historical pieces that led to the annual event known as the East-West Football All-Star Game. The following will highlight the conception of the event along with an outline of the current operating structure.

Overview: In November 2002, the Canadian Universities Football Coaches Association (CUFCA) held an extensive discussion regarding the former Future Stars Program with a view to having the program re-established as a Varsity Stars Program. The previous program failed since CFL teams, other than the Edmonton Eskimos, were not prepared to host the event. The project is viewed as an important opportunity for CIS football players, but also as an added value, it provides excellent professional development potential for CIS Coaches through on site seminars, discussions, and on field practical exchange of techniques and ideas. It also strengthens the partnership with the NFL and CFL groups. With the support of the CUFCA membership the concept moved forward under the direction of CUFCA.

In May 2003 the First Annual East-West All Star Game was hosted by CUFCA, led by Greg Marshall (former coach at McMaster University) and the host site Wilfrid Laurier University.

Total revenues for the event came in at \$50,244.80. Profits for the event were \$8,803.00 (plus \$1,250.00 coaching contribution) making the total profits \$10,053.00. After the deduction of debt owing to CIS, CUFCA was left with a profit of \$4,635.04.

The East-West All Star Game included many different events; from the actual training camp for the athletes, the game, a high school coaching clinic, bringing in CFL Teams and coaches, and allowing for CIS head coaches and assistant coaches to work with one another. One of the primary objectives of the Host Organizing Committee was to ensure that the whole series of events would not lose money, and that was a primary guiding principle throughout the whole process. This objective was met.

In May 2004 the 2nd edition of the East-West All Star Game was hosted at Wilfrid Laurier University led by Kevin Webster (events coordinator at Laurier). The event continued in May 2005 and May 2006 hosted by Université Laval. The event continues to experience a profit annually though the financial support from NFL and CFL has decreased significantly.

Operating Structure:

The entire event is organized via a volunteer university organizing committee. The committee is made up of volunteers from the university athletic department and the football program itself. The Host is required to take out insurance to cover the athletes from the moment they board the plane/train until they return home.

Question: How are they accountable to the CIS Board of Directors?

Format and structure of the event is based on recommendations from CUFCA. The Host Organizing Committee works closely with the President of CUFCA.

Participating CIS schools pay a \$1,000 participation fee. This fee, along with revenues from sponsorship, covers all costs for the student-athlete from each institution including travel to and from the event, all on-site ground transportation as well as food and accommodations for a 5-day period. In addition, each institution pays a \$300 registration fee per coach (head coaches or assistant coaches), which includes accommodations and meals. All athletes and coaches in attendance also receive a clothing package via a sponsorship deal with Reebok.

Question: Do we have the financial numbers from the last three years? If there continues to be a profit from the event why have members had to continue to pay the fees? How is the profit being used? Does any go back to the member schools? To CUFLCA? To the Host?

It should be noted that participation in the event is optional and there is no obligation on the part of any CIS member to participate in the event.

Currently the event includes a High School Football Coaches clinic and symposium, CUFLCA coaches meetings, training camp for third year players, professional development for CIS assistant coaches, a high school all star game, and the actual East-West Bowl Game.

There is a fee of \$20.00 to participate in the High School Clinic. CIS coaches speak and participate as instructors at this clinic (CFL coaches no longer participate). There is also a dinner at the end of the clinic for all participants.

Additional revenues are received from the NFL/CFL alliance (minimal), Reebok (contra), Via Rail (contra), Budweiser, CFL Teams (\$2000 per team that covers the costs of hotel, meals, clothing package for the scouts they send to the event), suppliers who display product, gate and any corporation the group might attract. Note: Laval includes a ticket to the East-West All Star game as part of their season ticket package.

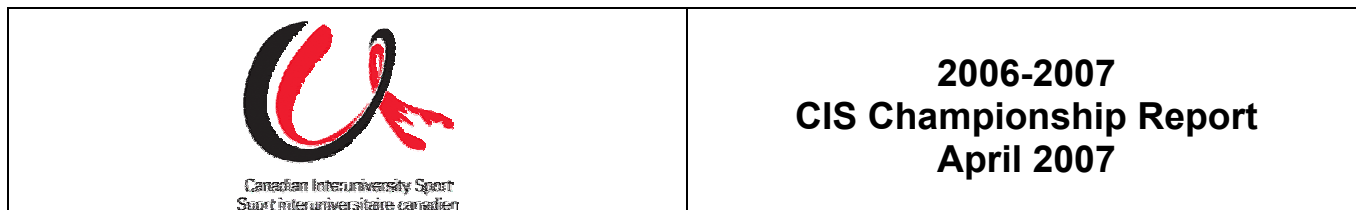
A sample operating budget is currently being worked on and will be included in the next report. Based on Laval's current operating budget the event is valued at \$180,000.

A look into the future: The long-term plan for the event is for it to be moved around the country allowing for different universities/communities to experience all activities. In addition, there is an expectation that several regional High School Football Coaching Clinics be organized (with some sponsorship money from the NFL and CFL) at CIS institutions (3-5 locations) per year. These will be managed by CIS member institutions and staff and will be supported by funds from NFL/CFL grass roots programs. To some degree this is already occurring, but it is expected that the support from the NFL might make these Coaches camps better. There is currently no formal selection process for the location of the event. The goal is to develop a more formalized bidding process.

Recommendation: An annual report should be prepared following the event for circulation to the Board of Directors. This should include a financial statement (i.e. similar model as the Sport Congresses.)

Question: The big question is who owns the event?

APPENDIX D



The 2006-2007 Championship season left us with so much to celebrate. To list just a few of the highlights :

- Vanier Cup was held outside Ontario for the first time in CIS history. The game was televised live on the Score in front of a sold-out crowd of just under 13,000 fans. The Organizing Committee ventured into new territory by holding a 3-day Fan-Fest leading up to the final game which by all accounts was a huge success. The Université de Moncton also experienced success with a Fan-Fest held around the Cavendish University Cup.
- This was the first year the CIS Field Hockey Championship and the CIS Wrestling Championships were held under the new flexible funded model. Feedback from Field Hockey Canada and CAAW has been very positive.
- 12 CIS Championships received television exposure on either TSN/RDS or The Score.
- We saw 6 CIS Championships broadcast via the web (W Soccer & M Basketball included a user fee while the other 4; Vanier Cup, Swimming, M Hockey and W Hockey were available for all to view).
- A new trophy was introduced at the Men's Volleyball Championship to replace a well used, tired looking Tantramar Trophy.
- Huge strides were made in the production of championship releases in both official languages.
- We saw stronger linkages with NSO's and their involvement with CIS Championships. Example: T-shirts were provided to those athletes who qualified at our swimming championships for the World University Game team thanks to Swimming Canada; Hockey Canada held several clinics working in cooperation with the University of Ottawa and the Women's Hockey Championship.
- Many championship hosts gave back to their communities by offering community development sessions (W Hockey leading the way with no less than 7 sessions including Skate with the Champions, High School Game, Education and Hockey seminar, Coaches clinic, Officiating seminar, Growing for Gold Presentation and more.)
- The Men's Basketball Championship marked the 24th year the tournament had been hosted by AUS with an outstanding job once again.
- As always competition was intense, the tears bitter and the victories sweet.

As CIS and our Championship Hosts continue to make great strides in many areas the learning process is always evolving. From these learnings a new list of items requiring action and/or follow-up is listed below:

- The need to streamline the presentation of CIS Championship awards is evident. The 2007-2008 championship hosts will receive banquet script templates which will ensure the proper order of presentations as well as the correct use of award names. This will also include a template for powepoint presentations, ensuring the brand and image of CIS is maintained.
- A script template will also be developed for sport specific closing ceremonies.
- CIS is working on an events signage plan for all championships. This would include the production of generic "CIS Welcome banners" for Host Hotels, Championship table wraps, additional media backdrops, outdoor championship banners for use on buildings and in airports, different signage system to address venues with no fences around the perimeter, etc. We must eliminate the need for one championship host to ship banners to another championship host. We need to ensure a consistent look and feel for the

championship is maintained with banners at the host hotels, in/at facilities, at press conferences, etc. When an student-athlete arrives on-site there should be no question they are at a CIS Championship.

- We continue to struggle with access to championship photos. A standard contract for championship photographers will be developed and provided to each host. This will ensure the needs of CIS for use of these photos is achieved.
- Standard guidelines for the treatment of media at championship banquets/receptions will be developed.
- Members are requesting championship information earlier therefore the timelines for the receipt of championship information bulletins will be advanced. In addition the championship materials from the CIS to the Host will be circulated earlier.
- Championship information bulletins will include two new sections: Website Requirements and Accreditation Information for non-participating coaches.
- CIS to provide clearer messaging around the Canadian Forces sponsorship. Must ensure consistency in servicing from location to location.
- CIS will purchase certificate frames that will be used for All-Canadian certificates with our individual sports (Cross Country, Track & Field, Swimming & Wrestling). This will eliminate the need for championship hosts to purchase frames. It also eliminates athletes receiving just a paper certificate and it establishes a consistent look for CIS.
- CIS is hopeful that All-Canadian and major awards nomination forms will be available on-line, facilitating the process of gathering information so good decisions can be made and Hosts have access to all the necessary details.
- Presidents of Coaches Associations will be surveyed in an attempt to gather feedback re needs of teams participating in championships on a sport-by-sport basis.
- A list of most commonly asked questions at sport specific technical meetings will be developed. This will provide direction/preparation for our championship hosts.
- CIS will look into purchasing the Hytek software for our championship hosts in swimming and track & field. This will avoid any licensing issues.
- CIS will continue to refurbish and update CIS trophies. Must ensure equity between men's and women's trophies in same sport (i.e. same size trophy for the men's team as the women's team in those sports where both genders compete at the same event.)
- CIS will re-evaluate the numbers for the ordering of championship t-shirts (via Canadian Forces sponsorship) and lanyards. The demand for these items continues to increase with the reality that teams travel with more than the team complement.
- Must ensure score/results reporting and statistical updating, via the web, is tested well in advance of the championship. CIS must continue to lead and provide support in this area.
- Clarification is required around Fan Behaviour/Announcer Protocol (ie. when has a spectator crossed the line, pre-recorded songs/chats, etc.)

An emphasis over the summer months will be placed on hopefully finalizing sport-specific Hosting Manuals. Many of the action items listed above make up the various components of these documents. It is expected that these manuals will be of great assistance to our championship hosts.

A complete evaluation of CIS Championships will be conducted over the next 6 weeks. This will include a review of all Convenor Reports, Delegates Reports and the coach and student-athlete feedback forms. Following this review additional action and follow-up items will be established.

The amount of time, money and energy that goes into hosting a CIS Championship cannot be over-estimated. CIS is indebted to all those who work so hard to raise the bar and ensure our student-athletes have the best possible experience. Overall the Hosts of the 06-07 championships should be extremely proud of the work they accomplished.