

# COA BOARD

## MEETING MINUTES

*Burbank Airport Hilton Hotel & Convention Center*

**April 2, 2004**

### **A. WELCOME AND CALL TO ORDER – TOM CROW**

The meeting was called to order at 10:00AM, those in attendance were: Tom Crow, Chair; Stan Arterberry, Ellie Bewley, Helen Carr, Susan Carroll, Eva Conrad, Robert Deegan, Jackie Fisher, Sr., Jan Kehoe, Rosa Perez, Denise Whittaker, Joanne Fortunato, Stu Van Horn, Debra Wheeler, and Judith Centlivre. Ted Martinez, Jr. and Kenneth Yglesias were unable to attend.

### **B. REVIEW OF FEBRUARY 18, 2004, MINUTES**

It was MSC to approve the February 18, 2003, meeting minutes. These are available on the COA website at [http://www.coasports.org/meetings/board\\_mins021804.pdf](http://www.coasports.org/meetings/board_mins021804.pdf).

### **C. REPORTS**

- 1. COA Board Chair Tom Crow** reported that the Board has approved the recommended personnel list and committee appointments and the COA office will publish those appointments in the near future. The Board is also developing an ad hoc committee which will be reviewing the overall organization of athletics in California community colleges, with a report for the Board at its October meeting. He also noted that as outgoing members, he and Ellie Bewley will serve as the nominating committee to recommend a new chair of the Board.
- 2. State Commissioner Joanne Fortunato** distributed her *State of the Organization Report*, and expressed her thanks to all who have accepted the challenges of working together to make the organization run smoothly.
- 3. Associate Commissioner Stu Van Horn** informed the Board that the second largest partnership agreement in COA history has been signed with Citi Credit Card Division of CitiGroup, as well as an agreement with Office Depot. Representatives of Office Depot are attending this year's convention along with other partners such as California Track and Engineering, Diamond Sports, and Renaissance Agencies. He noted that nine discount programs associated with COA partnerships are currently available on the COA website, however the Northwestern Mutual contract will be terminated due the terms of the pilot program not being met. Contract renewal discussions are underway with Pepsi

and Russell Athletics and numerous ball adoptions will be negotiated this summer. Testing of three different basketballs on behalf of the mens' and women's associations will continue through June, with a decision expected to be made in July. The office continues to work with event managers and while progress is being made, there is still work to be done there and indication that stronger efforts need to be made in servicing corporate partners.

Mr. Van Horn shared information about the recently developed electronic newsletter, *Contact Sports*, which provides a way to share deals and discounts of partners, targeting primarily CPOs of the colleges. He also expressed appreciation for the support of the various affiliate groups and the conference commissioners and reminded all to check the COA website photo gallery as well as the various programs and services on the site.

The COA intern will be leaving in June and a search for a new intern is now underway. Mr. Van Horn noted that while requirements and obligations to the hotel have not been met, this year's convention has been a success even in its condensed format, with the highlight being the luncheon for the student athletes.

4. **Management Council Representative Ellie Bewley** reported that the Postconference Competition Subcommittee has addressed the issue of the reduction in the number of teams and is now working on the playoff structure and focusing on the number of days involved for each sport. She reported the results of the survey the Site Selection Committee recently produced and utilizing that information, a pilot program is being initiated to establish sites in the north and south for state championships. It has been suggested that the sports to participate in this test period of two - four years be volleyball, soccer, and basketball. The COA/Coaches Relations Committee has been reviewing concerns of Management Council sport representatives and sport coaches associations leadership and will continue to address the issues.

## **D. LEGISLATION**

### **BYLAW (COMPETITION)/SPORT GUIDE ITEMS**

It was **MSC** to accept Management Council's report of its action on Bylaw/Sport Guide Items C-1 through C-13B, *with the stipulation that Item C-1 be resubmitted in October to address the penalty imposed when the requirements in Bylaw 6.13 regarding onsite protest committees are not met.*

#### **BYLAW/SPORT GUIDE ITEM C-1**

**PASSED BY MANAGEMENT COUNCIL**

**PASSED CONDITIONALLY BY THE BOARD**

*(Passed with the stipulation it be resubmitted in October - see first paragraph of Item D.)*

## **Bylaw 6.13.1 and 6.13.4**

### 6.13 Onsite Protest Committee

6.13.1 One of the goals of each athletic team is to attain the highest level of competition and ultimately win a state championship or bowl game. Reaching PC is vital in advancing toward the ultimate goal; therefore, PC events must be conducted within the rules. In order for this to occur, a protest committee shall be identified and reported in the following manner:

- A. There must be at least three (3) members onsite and available throughout the contest.
- B. The names of the participants shall be forwarded to the regional and/or state tournament director 24 hours prior to the contest. This list would then be forwarded to the visiting college.
- C. It is recommended that the protest committee be onsite 30 minutes prior to the competition.

The penalty for failing to comply with the above shall result in the host forfeiting its next opportunity (i.e., the next day, week, year, etc.) to host a postconference competition event. This shall be sport specific.

6.13.4 The athletic administrator shall have the *Constitution* and sport guide available and shall be responsible for identifying the protest committee prior to the start of the contest. The protest committee shall be advised of its responsibilities and placed in a clear position to oversee the event. The athletic administrator shall be responsible for introducing committee members to each coach. The committee shall conduct its task in an objective and professional manner and may contact the Conference Commissioner for rule clarification during deliberations.

The penalty for failing to comply with the above shall result in the host forfeiting its next opportunity (i.e., the next day, week, year, etc.) to host a postconference competition event. This shall be sport specific.

## **BYLAW/SPORT GUIDE ITEM C-2**

**PASSED BY MANAGEMENT COUNCIL**

### **Football Guide 1**

#### Football Guide 1. Organization of Football Playoff/Bowl Games

Postconference competition (PC) for football shall be in the form of sponsored bowl games and/or a playoff/bowl structure and a state championship bowl game. Should any region elect to use a playoff system to determine a regional champion, the first round of the playoff system will be incorporated into the bowl game system. There will be seven (7) bowl games in each region (40 percent postconference competition cap). Only teams with winning records will be selected to participate in bowls. Teams with less than winning records (.500 or less) will be selected if they are conference/division champions or there are not enough teams with winning records to fill all bowl games in any given region (also see section 1.2.D.7.a). The playoff bowls, if used, must include the conference/division champions and, when necessary, include at-large teams to fill out Round One. Playoff brackets will be seeded according to a procedure to be determined by each region. Bowl games in each region that are not part of a playoff system will

follow the established selection procedure using the final CCCFCA/COA poll. The playoff/bowl games shall be designed to allow elite teams to compete with as little cost as possible to the participant. The ability of a playoff/bowl game to provide financial gain to the statewide community college athletic program is an underlying principle. The state championship bowl game shall be one (1) game between the regional champion from the north and the regional champion from the south.

If any football bowl game or playoff game is postponed or cancelled, it may be rescheduled to a date and/or time which does not conflict with the state championship.

### **BYLAW/SPORT GUIDE ITEM C-3**

**PASSED BY MANAGEMENT COUNCIL**

#### **Football Guide 1.1**

##### Football Guide 1.1 Bowl Game Site

~~A series of bowl game sites shall be identified each year. Sites shall be selected to provide the best possible game according to the following criteria:~~

Bowl game hosts and sites will be determined according to the following procedures:

- A. Potential bowl game hosts will notify the COA office of their desire to host a bowl game by June 1.
- B. The COA office will notify the CCCFCA and the Conference Commissioners of the bids received within two (2) working days following June 1.
- C. If any region has less than seven (7) bids, the CCCFCA and Conferences will have until July 1 to solicit additional bowl sponsorship. July 1 will be the final deadline date for acceptance of bowl bids at the COA office.
- D. If any region has more than seven (7) bids, the CCCFCA, in collaboration with the COA office, will select the seven (7) bowl game sites using the following criteria (listed in priority order):
  1. Bowl bids turned in by June 1 will have priority over bids turned in after that date.
    - a. Criteria for bowl bids turned in by June 1.
      - i. Seniority of a bowl will be given first priority
      - ii. Bowl bids that include provisions to finance the transportation costs of the traveling team(s), up to two (2) busses per team, from sponsorship money outside of game receipts, will be given the next highest priority. (See Bylaw 8.1.3.11.4.D.)

This is in addition to all other financial requirements of bowl hosts that are included in other sections of this guide and COA bylaws.



- a. A team from the region with fewer than seven (7) games must be considered as a participant in the additional game in the other region.

**BYLAW/SPORT GUIDE ITEM C-5**

**PASSED BY MANAGEMENT COUNCIL**

**Football Guide 1.2.E and Football Guide 1.3 Brackets**

Football Guide 1.2.E

2. Southern California Playoff/Bowl Structure

a-c *No change.*

CRITERIA FOR SELECTION

1. *No change.*
2. Conferences that are not divided into divisions may automatically qualify a second team (besides their champion) if that team is ranked in the top seven (7) in the final CCCFCA poll. This team will be considered an “at-large” selection and be placed according to the seeding process for “at large” teams. (see below)
- ~~2-3.~~ Three ~~a~~ Additional at-large teams will be chosen to fill out the first round bracket using the final CCCFCA/COA poll.

CRITERIA FOR SEEDING

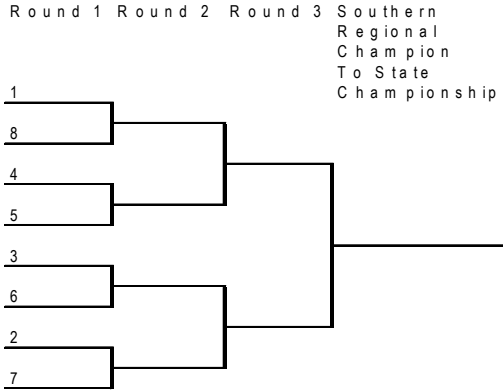
1-5 *No change.*

1.3 PLAYOFF/BOWL FORMAT AND TEAM PLACEMENT

An eight (8) team playoff tournament will be employed to select a regional champion to move on to the state championship game.

A. *No change.*

#1 vs #8, #4 vs #5, #3 vs #6, #2 vs #7



**BYLAW/SPORT GUIDE ITEM C-6**

**PASSED BY MANAGEMENT COUNCIL**

**Football Guide 1.3.E**

Football Guide 1.3 Playoff/Bowl Format And Team Placement

E. After the first round of playoff/bowl games, the highest seeded team will host all other rounds leading to the regional championship game and be responsible for game administration.

1. The host school is expected to provide a quality playing surface, adequate spectator accommodations for fans of both teams, provide adequate security and crowd control, adequate dressing rooms, sufficient parking facilities, an adequate scoreboard, and press box. It is the intention of this provision that the playoff games be played at venues with adequate facilities for both players and fans, as determined by the CCCFCA.

**BYLAW/SPORT GUIDE ITEM C-7**

**PASSED BY MANAGEMENT COUNCIL**

**Soccer Guide 3.5.A and 3.5.A.1**

Soccer Guide 3.5 Playing Rules

A. All contests shall be played under current F.I.F.A. laws with the following modifications:

1. Unlimited substitutions are permitted. Substitutions may be made on kickoffs, goal kicks, your own throw-ins, your own corner kicks, or any time the other team substitutes.

**BYLAW/SPORT GUIDE ITEM C-8**

**PASSED BY MANAGEMENT COUNCIL**

**Bylaw 4.3.1.B and Soccer Guide 3.5.A.2**

Bylaw 4.3.1.B (Exception for soccer only) and Soccer Guide 3.5.A.2

Bylaw 4.3.1.

- B. DISQUALIFICATION – Is removal from an event for an accumulation of personal or technical fouls, yellow cards, etc., and is not under the jurisdiction of this policy. For Soccer only: all disqualifications (including those not covered under this bylaw) are subject to a one (1)-game suspension.

Soccer Guide 3.5.A.

2. For soccer, all disqualifications (including those not covered under COA Bylaw 4.3) are subject to a one (1)-game suspension.

**BYLAW/SPORT GUIDE ITEM C-9**

**PASSED BY MANAGEMENT COUNCIL**

**Soccer Guide 4.3.B.4**

Soccer Guide 4.3.B.

4. Bonus points for playing a .750 or .500 team. All tournament games will be classified as away games with the exception of the host team.  
.60 point for playing a team with a .750 or better overall season record away from home.  
.50 point for playing a team with a .750 or better overall season record at home.  
.40 point for playing a team with a .500 or better overall season record away from home.  
.20 point for playing a team with a .500 or better overall season record at home.

*(Subsequently renumber paragraphs 4,5, & 6 to 5,6, & 7)*

**BYLAW/SPORT GUIDE ITEM C-10**

**PASSED BY MANAGEMENT COUNCIL**

**Soccer Guide 4.5**

Soccer Guide 4.5

~~For 2002 through 2004, West Hills College will host the State Championship at the Oliveira Ranch Soccer Complex in Lemoore, California. The 2005 site is yet to be determined.~~

The site of the state championship shall alternate between the north and south regions. Starting in 2004, the south region will host in even numbered years and the north region will host in odd numbered years. The conferences in each region shall rotate the responsibility of hosting the championship. The order of the rotation for the conferences shall be:

A. SOUTH REGION

1. South Coast Conference
2. Orange Empire Conference
3. Western State Conference
4. Foothill Conference
5. Pacific Coast Conference

B. NORTH REGION

TBD

**BYLAW/SPORT GUIDE ITEM C-11**

**PASSED BY MANAGEMENT COUNCIL**

**Water Polo Guide 1.1.A.1**

Water Polo Guide 1.1

A. Men

1. Northern California-There are ~~three (3)~~ two (2) water polo ~~divisions~~ conferences. They are designated ~~and ranked~~ as the “A, B, and C” conferences. ~~The first place teams in B and C divisions will move up to the next highest division the following season. The last place teams in the A and B divisions will move down one division the following season.~~ as the Bay Valley and Coast conferences.

B. Women

1. Northern California-There are three (3) water polo ~~divisions~~ conferences. They are designated ~~and ranked~~ as the “A, B, and C” conferences. ~~The first place teams in B and C divisions will move up to the next highest division the following season. The last place teams in A and B divisions will move down one division the following season.~~ designated as the Bay Valley, Coast, and Central Valley conferences.

**BYLAW/SPORT GUIDE ITEM C-12**

**PASSED BY MANAGEMENT COUNCIL**

**Water Polo Guide 4.2**

Water Polo Guide 4.2

A. Northern Regional Qualifying

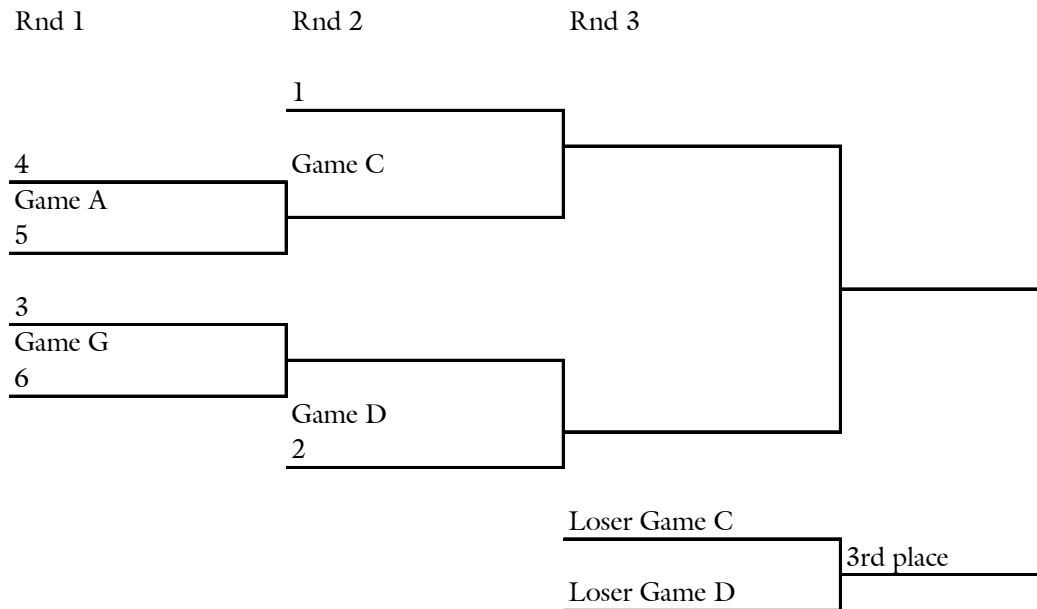
1. The Men’s Northern California Water Polo Committee shall be comprised of one representative from each ~~division~~ conference. The champions from ~~the A, B, and C divisions~~ each conference will automatically qualify. Other teams bidding to qualify for the ~~five (5)~~ four (4) at-large spots must present their records to the Men’s Northern

California Water Polo Committee at the selection meeting to be held one (1) week prior to the tournament.

2. After the entries have been selected, the Committee will then seed the men's teams according to strength for the tournament. The seeding formula (see Section 1.4.2.C) will be used for selecting the ~~five (5)~~ four (4) at-large teams and seeding the tournament.
3. The Women's Northern California Water Polo Committee shall be comprised of one representative from each ~~division conference~~. The champion from ~~the A, B, and C divisions~~ each conference will automatically qualify. Other teams bidding to qualify for the ~~five (5)~~ three (3) at-large spots must present their records to the Women's Northern California Water Polo Committee at the selection meeting to be held one (1) week prior to the tournament.
4. After the entries have been selected, the Committee will then seed the women's teams according to strength for the tournament. The seeding formula (see 1.4.2.C) will be used for selecting the ~~five (5)~~ three (3) at-large women's teams and seeding the tournament.

Men & Women's Northern California Water Polo Regional

---



B. Southern Regional Qualifying

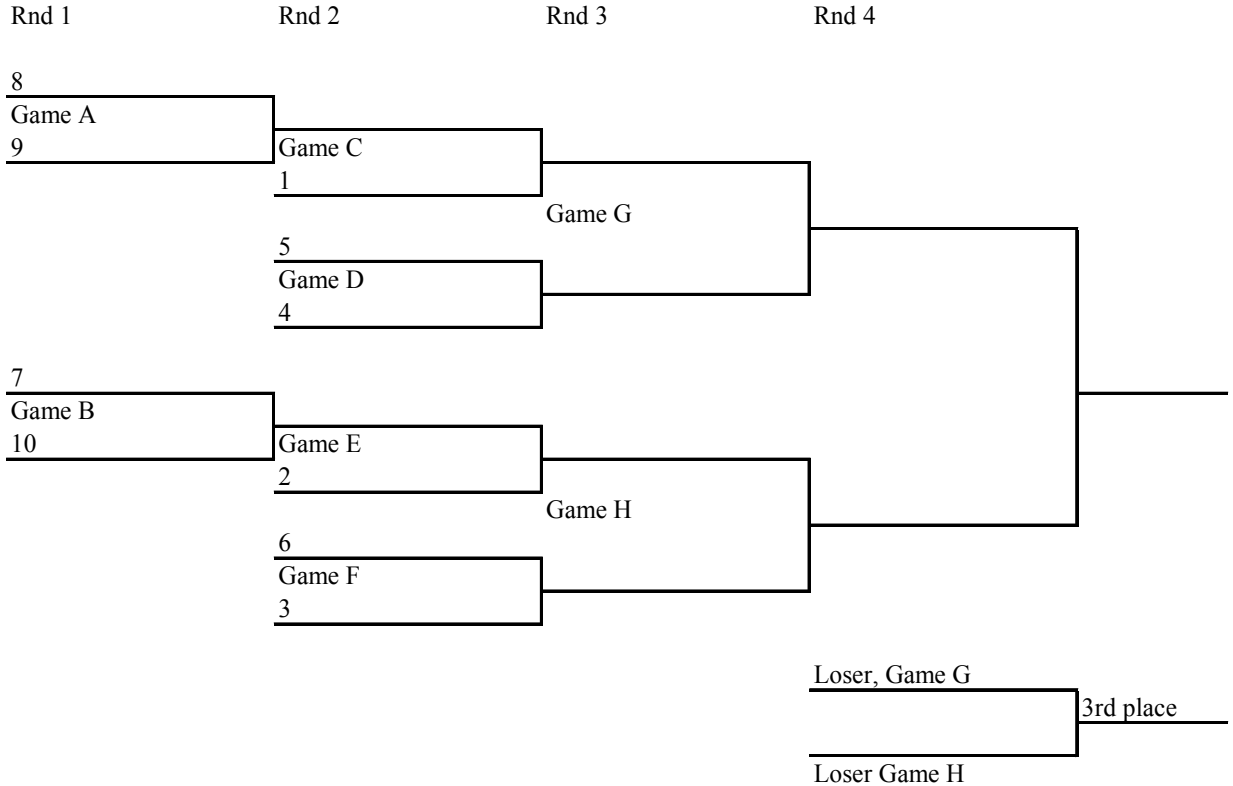
1. The men's and women's southern regionals shall be a ~~12~~ 10-team, single-elimination tournament through two rounds. The four (4) remaining teams will playoff for first through ~~fourth~~ third for seeding to the state championship.
2. The conference champions from each conference (South Coast, Orange Empire, Pacific Coast, and Western State) shall receive an automatic bid to the Southern California Regional Water Polo Tournament. The next ~~eight (8)~~ six (6) at-large teams will comprise

a total of ~~twelve (12)~~ ten (10) teams. The selection committees, which shall be comprised of coaches of the first- and second-place teams from each conference, shall seed the ~~12~~ ten (10) qualifying teams.

The meeting will be held at the college that is hosting the Southern California Regional Water Polo Tournament. Teams bidding to qualify for the six (6) at large spots must present their written records in person or by proxy at this Men's and Women's selection committee meeting.

3. Each conference shall designate its top-ranked team in case of a co-championship, and each conference shall designate its champion.
4. After the entries have been selected, the committee will then seed the teams according to strength for the tournament. The seeding formula (see Section 4.2.D) will be used for selecting and seeding the tournament. Teams partaking in this seeding process must present their written records in person or by proxy at this Men's and Women's selection committee meeting.
- ~~4. The women's southern regionals shall be a 12-team, single-elimination tournament through two rounds. The four(4) remaining teams will playoff for first through fourth for seeding to the state championship.~~
- ~~5. The conference champions from each conference (South Coast, Orange Empire, Pacific Coast, and Western State) shall receive an automatic bid to the Southern California Regional Water Polo Tournament. The next eight(8) at large teams will comprise a total of twelve(12) teams. The selection committees, which shall be comprised of coaches of the first- and second-place teams from each conference, shall seed the 12 qualifying teams. The meeting will be held at the college which is hosting the Southern California Regional Water Polo Tournament.~~
- ~~6. Each conference shall designate its top ranked team in case of a co-championship, and each conference shall designate its champion.~~

Men & Women's Southern California Water Polo Regional



**BYLAW/SPORT GUIDE ITEM C-13A**

**MOOT**

**Water Polo Guide 5.2**

Water Polo Guide 5.2

5. STATE PC FORMAT

5.2. Qualifiers

- A. The top ~~four (4)~~ two (2) men's teams from the north and the top ~~four (4)~~ two (2) men's teams from the south shall advance to the state tournament.

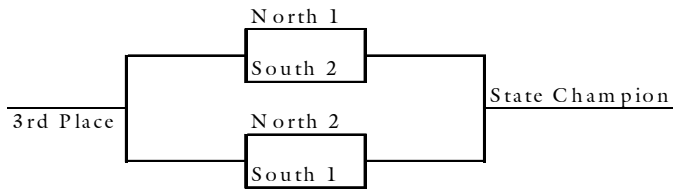
The teams' finishing place in regional PC shall determine their seeding for the state tournament.

- B. The top ~~four (4)~~ two (2) women's teams from the north and the top ~~four (4)~~ two (2) women's teams from the south shall advance to the state tournament.

---

Men's and Women's State Championship

---



The teams' finishing place in regional PC shall determine their seeding for the state tournament.

Four (4)-team, single-elimination with consolation.

**BYLAW/SPORT GUIDE ITEM C-13B**

**PASSED BY MANAGEMENT COUNCIL**

**Water Polo Guide 5.2**

5. STATE PC FORMAT

5.2. Qualifiers

- A. The top ~~four (4)~~ three (3) men's teams from the north and the top ~~four (4)~~ three (3) men's teams from the south shall advance to the state tournament.

The teams' finishing place in regional PC shall determine their seeding for the state tournament.

- B. The top ~~four (4)~~ three (3) women's teams from the north and the top ~~four (4)~~ three (3) women's teams from the south shall advance to the state tournament.

The teams' finishing place in regional PC shall determine their seeding for the state tournament.

5.3 Game time schedule (alternate men & women order by years)

Pools: A = North 1, South 2, South 3  
B = South 1, North 2, North 3

FRIDAY:  
7:30am A1 vs A3 W  
8:35am A1 vs A3 M  
9:40am B1 vs B3 W  
10:45am B1 vs B3 M  
11:50am A2 vs A3 W  
12:55pm A2 vs A3 M  
2:00pm B2 vs B3 W  
3:05pm B2 vs B3 M  
4:10pm A1 vs A2 W  
5:15pm A1 vs A2 M  
6:20pm B1 vs B2 W  
7:25pm B1 vs B2 M

SATURDAY:  
12:00pm 1<sup>st</sup>A vs 1<sup>st</sup>B W  
1:15pm 1<sup>st</sup>A vs 1<sup>st</sup>B M

Note: Method of advancement according to NCAA Water Polo Rules "Tournament Advancement" Appendix C. Host venue must have adequate lighting for evening games.

**BYLAW POLICY ITEMS**

It was **MSC** to accept Management Council’s recommendation to approve Bylaw Items 1 and 2, to consider Item 3A moot and to table Item 3B.

**BYLAW ITEM 1**

**RECOMMENDED APPROVAL BY MGMT COUNCIL  
PASSED BY THE BOARD**

**Bylaw 1**

Bylaw 1.6.1 E

In addition to the 24-semester/36-quarter unit requirement, the student must also have a cumulative 2.0 grade point average in course work completed for credit at accredited postsecondary institutions. This grade point average must include all courses taken since the start of the term of the first competition in any COA-sanctioned sport, with the exception of course work where substandard grades (D, F) were forgiven through course repetition or academic renewal per regulations of Title 5.

**BYLAW ITEM 2**

**RECOMMENDED APPROVAL BY MGMT COUNCIL  
PASSED BY THE BOARD**

**Appendix B – Forms Summary Form 4 & Form 4 Injury/Illness Waiver Request**

Appendix B – Forms Summary:

Form 4

Form 4 is designed to handle appeals for waiver of Bylaw 1.8, Incapacitating Illness or Injury. All parts sections of Form 4, the ‘Injury/Illness Waiver Request,’ the ‘Warning to Student Athlete,’ and the ‘Medical Information Release Form’ must be completed with support information included before the case will be considered.

**Form 4 Side 2:**

MEDICAL INFORMATION RELEASE FORM

The California Community College Commission on Athletics(COA) would like to inform you that under the federal Health Insurance Portability and Accountability Act (HIPAA), you have the right to privacy regarding the sharing of your medical information.

All medical information is confidential and will be used by authorized staff and trustees of the COA. The medical information used or disclosed will be specific to the injury / illness that is documented and being considered on this Form 4.

My signature below verifies that I hereby recognize and waive my right to privacy and authorize the use of this information:

Date /     /     

Athletes name (print)

Sport:

Athletes signature / Parent if minor

**Bylaw 3**

Eliminate all of current Bylaw 3.18. ~~Out of Season Contests~~ (replaces existing 3.18)

New section now to be designated Non-Traditional Seasons Competition

3.18 Non-Traditional Seasons Competition

3.18.1 No college may schedule any varsity or separate squad scrimmages, practices, games, meets, matches, or tournaments outside the established sport seasons except under the conditions allowed by 3.18.2; 3.18.3; 3.18.4; and 3.18.5.

3.18.2 Exceptions may be made by the State Commissioner when the following conditions have been met:

- A. The proposed contest(s) is (are) within the allowable number for that sport.
- B. The competition takes place within the window period for that sport, as defined in 3.18.3.
- C. Exceptions may be requested for international competition and competition that falls outside the window of traditional and non-traditional seasons. (See Bylaw 3.19.)
  - 1. The college president requests the exception in writing to the State Commissioner no less than three (3) weeks prior to the event.
  - 2. The State Commissioner shall notify the college president of the decision on the exception at least two (2) weeks prior to the proposed event.

3.18.3 College or district resources may be used to support non-traditional seasons activities defined in Bylaw 3.18.

The administrator that supervises athletics at the individual college is responsible for the enforcement of this bylaw.

The following are regulations for non-traditional seasons competition:

- A. Competition must occur as part of the physical education program.
- B. The window periods for non-traditional season's competition will include a maximum of eleven consecutive weeks.

*(Note: Coaches associations must present their recommended statewide window for the COA spring 2004 Management Council meeting.)*

1. Fall Sports – 1<sup>st</sup> Monday in March to May 15

Cross Country M/W  
Football  
Soccer M/W  
Women’s Volleyball  
Wrestling  
Women’s Golf

2. Spring Sports – 2<sup>nd</sup> Monday in September to 3<sup>rd</sup> Monday in November

Men’s Golf  
Badminton  
Baseball  
Softball  
Men’s Volleyball  
Swimming M/W  
Tennis M/W  
Track & Field M/W

3. Basketball and Water Polo – 1<sup>st</sup> Monday in June to August 15

C. The number of dates of competition allowed during the non-traditional seasons window period shall not exceed 25 percent of the COA maximum number of contests, dates, or games allowed for each sport.

<u>Sport</u>	<u>Traditional Seasons Maximum COA Contests, Dates or Games</u>	<u>Non-Traditional Seasons Dates</u>
<u>Cross Country MW</u>	<u>9</u>	<u>3</u>
<u>Football</u>	<u>10</u>	<u>3</u>
<u>Golf MW</u>	<u>22</u>	<u>6</u>
<u>Soccer MW</u>	<u>22</u>	<u>6</u>
<u>Volleyball MW</u>	<u>24</u>	<u>6</u>
<u>Water Polo MW</u>	<u>21</u>	<u>6</u>
<u>Wrestling</u>	<u>21</u>	<u>6</u>
<u>Basketball MW</u>	<u>28</u>	<u>7</u>
<u>Badminton</u>	<u>22</u>	<u>6</u>
<u>Baseball</u>	<u>44</u>	<u>11</u>
<u>Softball</u>	<u>52</u>	<u>13</u>
<u>Swimming MW</u>	<u>12</u>	<u>3</u>
<u>Tennis MW</u>	<u>22</u>	<u>6</u>
<u>Track &amp; Field MW</u>	<u>14</u>	<u>4</u>

D. The use of football pads and helmets is prohibited for the non-traditional season of competition.

3.18.4 During this period of COA sanctioned non-traditional seasons competition, teams, through the appropriate physical education classes, may participate in field trip competitions against other colleges. No records or scores will be kept. No eligibility rules will apply to the sanctioned competitions.

3.18.5 No member of the coaching staff of a member institution may be involved in any capacity (e.g., coach, volunteer, official, and player or league/team administrator) at any time with an outside team that involves student athletes with remaining eligibility from that institution's team other than the number of student athletes as listed below:

<u>Sport</u>	<u>Number of Student Athletes</u>
Badminton	2
Baseball	4
Basketball MW	2
Cross Country MW	2
Football	5
Golf MW	2
Soccer MW	5
Softball	4
Swimming MW	7
Tennis MW	2
Track & Field MW	7
Volleyball MW	2
Water Polo MW	2
Wrestling	5

3.18.6 Violations of Bylaw 3.18, non-traditional seasons, will be sanctioned by Constitution section 7.4.

3.18.7 Teams will file a non-traditional sports seasons schedule (Form \_\_\_\_\_) with their athletic administrator prior to the beginning of the non-traditional season.

### **BYLAW ITEM 3B**

**TABLED**

Eliminate all of current Bylaw 3.18. ~~Out of Season Contests~~ (replaces existing 3.18)

New section now to be designated Non-Traditional Seasons Competition

#### 3.18 Non-Traditional Seasons Competition

3.18.1 No college may schedule any varsity or separate squad scrimmages, practices, games, meets, matches, or tournaments outside the established sport seasons except under the conditions allowed by 3.18.2; 3.18.3; 3.18.4; and 3.18.5.

3.18.2 Exceptions may be made by the State Commissioner when the following conditions have been met:

- A. The proposed contest(s) is (are) within the allowable number for that sport.
- B. The competition takes place within the window period for that sport, as defined in 3.18.3.
- C. Exceptions may be requested for international competition and competition that falls outside the window of traditional and non-traditional seasons. (See Bylaw 3.19.)

1. The college president requests the exception in writing to the State Commissioner no less than three (3) weeks prior to the event.
2. The State Commissioner shall notify the college president of the decision on the exception at least two (2) weeks prior to the proposed event.

3.18.3 College or district resources may be used to support non-traditional seasons activities defined in Bylaw 3.18.

The administrator that supervises athletics at the individual college is responsible for the enforcement of this bylaw.

The following are regulations for non-traditional seasons competition:

- A. Competition must occur as part of the physical education program *or under college club sports guidelines.*
- B. The window periods for non-traditional season's competition will include a maximum of eleven consecutive weeks.

*(Note: Coaches associations must present their recommended statewide window for the COA spring 2004 Management Council meeting.)*

1. Fall Sports – 1<sup>st</sup> Monday in March to May 15

Cross Country M/W

Football

Soccer M/W

Women's Volleyball

Wrestling

Women's Golf

2. Spring Sports – 2<sup>nd</sup> Monday in September to 3<sup>rd</sup> Monday in November

Men's Golf

Badminton

Baseball

Softball

Men's Volleyball

Swimming M/W

Tennis M/W

Track & Field M/W

3. Basketball and Water Polo – 1<sup>st</sup> Monday in June to August 15

- C. The number of dates of competition allowed during the non-traditional seasons window period shall not exceed 25 percent of the COA maximum number of contests, dates, or games allowed for each sport.

Sport	Traditional Seasons Maximum COA Contests, Dates or Games	Non-Traditional Seasons Dates
Cross Country MW	9	3
Football	10	3
Golf MW	22	6
Soccer MW	22	6
Volleyball MW	24	6
Water Polo MW	21	6
Wrestling	21	6
Basketball MW	28	7
Badminton	22	6
Baseball	44	11
Softball	52	13
Swimming MW	12	3
Tennis MW	22	6
Track & Field MW	14	4

D. The use of football pads and helmets is prohibited for the non-traditional season of competition.

3.18.4 During this period of COA sanctioned non-traditional seasons competition, teams, through the appropriate physical education classes *or club sports programs*, may participate in field trips or competitions against other colleges. No records or scores will be kept. No eligibility rules will apply to the sanctioned competitions.

3.18.5 No member of the coaching staff of a member institution may be involved in any capacity (e.g., coach, volunteer, official, and player or league/team administrator) at any time with an outside team that involves student athletes with remaining eligibility from that institution's team other than the number of student athletes as listed below:

Sport	Number of Student Athletes
Badminton	2
Baseball	4
Basketball MW	2
Cross Country MW	2
Football	5
Golf MW	2
Soccer MW	5
Softball	4
Swimming MW	7
Tennis MW	2
Track & Field MW	7
Volleyball MW	2
Water Polo MW	2
Wrestling	5

3.18.6 Violations of Bylaw 3.18, non-traditional seasons, will be sanctioned by Constitution section 7.4.

3.18.7 Teams will file a non-traditional sports seasons schedule (Form \_\_\_\_\_) with their athletic administrator prior to the beginning of the non-traditional season.

**Chair Crow made the following comments regarding Bylaw Item 3, Out-Of-Season Competition:**

- 1. The issue must be resolved by June 30, 2005.**
- 2. The COA will retain legal counsel to review and provide direction.**
- 3. Chair Crow will have the matter placed on the agenda of the next CEO Board meeting.**
- 4. The athletic directors, state commissioner, and member college presidents will have a face-to-face meeting to discuss out-of-season competition.**
- 5. The ad hoc committee will meet again in September and continue to receive input from the sport coaches associations, and will report to the Board in October.**
- 6. The Board will bring in a facilitator to the ad hoc committee to prepare legislation for October.**

## **E. COST-CUTTING PROCEDURES (ACTION ITEM)**

It was MSC to reverse Management Council's recommendation to amend the CCCADA Emergency Cost Savings Recommendations for 2004-05. The CCCADA recommendation as initially presented is adopted and the maximum number of contests will be reduced ten (10) percent for football and MW cross country and fifteen (15) percent for all other sports.

It was MSC to reverse Management Council's recommendation to allow for a one-year moratorium, if a conference so chooses, of program reviews for 2004-05.

## **F. CERRO COSO COLLEGE OUT-OF-STATE WAIVER (ACTION ITEM)**

It was MSC to approve the request of Cerro Coso College regarding out-of-state recruiting. This waiver will be effective for a period of five (5) years and re-evaluated in the spring of 2009.

## **G. BOARD COMMITTEE REPORTS**

**Gender Equity Committee Chair Rosa Perez** discussed reviews of gender equity in the legislature and the importance of complying with Title IX. She stressed the urgency of the programs becoming compliant now before the legislature places mandates and encouraged members to bring this matter to the attention of the CEOs of other member colleges. A copy of the CPEC study of AB2295 was distributed to the Board, highlights were reviewed, and it will be available on the COA website in the near future.

## **H. ANNOUNCEMENTS**

Chair Crow expressed his appreciation for the opportunity to serve on the Board and as chair this past year and thanked everyone for their hard work and commitment. Board member Helen Carr, on behalf of the Board, thanked Tom Crow for his service and leadership.

## **I. ADJOURNMENT.**

There being no further business to come before the Board, the meeting was adjourned at 9:10 AM.

### **2003-04 COA Board Meeting Schedule:**

~~May 28, 2004 10:00AM — 1:00PM, videoconference~~

*Note: the date of the last 2003-04 Board meeting will be announced.*

Respectfully submitted,

Joanne A. Fortunato, Ph.D.  
State Commissioner

**California Community College Athletic Directors Association  
Emergency Cost Savings Recommendations  
for 2004-05**

**General Recommendations**

1. Reduce maximum contest numbers for all sports. The reductions would be 10 or 15%

<u>Sport</u>	<u>Current</u>	<u>Proposed</u>	<u>Percentage</u>
Football	10+Scrimmage	10 Games	10%
Cross Country (M/W)	9	8	
Golf (W)	22	19	15%
Soccer (M/W)	22	19	
Volleyball	24	21	
Water Polo (M/W)	21	18	
Wrestling	21	18	
Badminton	22	19	
Golf (M)	22	19	
Swimming (M/W)	12	11	
Tennis (M/W)	22	19	
Track & Field (M/W)	14	12	
Volleyball (M)	24	21	
Basketball (M/W)	28	24	
Baseball	44	38	
Softball	52	45	

2. Continue to seek reduced costs associated with officiating.
3. Evaluate the organization/scheduling/location of all meetings and conferences related to the operations of the all California Community College athletic organizations and their affiliates. Return to having meetings convened in one location in order for groups to meet "face to face", realizing that the members, and not the COA, will incur the costs.
4. Re-instate post conference competition as set forth in the COA Constitution and Sport Guides.
5. Organize invitational tournaments to reduce costs, i.e., awards, officials, dates, times, event management.

# COMMISSION ON ATHLETICS

## STATE OF THE ORGANIZATION REPORT 2003-2004

“For a system to remain alive, for the universe to move onward, information (ideas) must be continually generated. If there is nothing new, or if the information exists merely to confirm what is, then the result will be death. Isolated systems wind down and decay, they are victims of the laws of atrophy. The fuel of life is new information-ordered into new structures”.

The Commission on Athletics (COA) is a viable, dynamic organization comprised primarily of volunteer members who strive to be in evolution, constantly moving toward excellence. The number of tasks addressed this year by all of the constituent bodies can attest to that.

In the spring of 2003, the status of the state budget had the membership anticipating a very bleak year. There was great concern related to the ability to maintain our athletic programs. The Management Council and the COA Board took proactive action and, based on the recommendations of the CCCADA, approved an “Emergency Cost Savings Proposal.” The number of games/meets/matches was reduced for all sports, postconference competition was reduced, and recommendations for geographical considerations in scheduling, no overnights and modified tournaments were advanced. This proposal was shared with the CCLC/CEO Board which applauded this position.

Even though there were many savings to both the college athletic and COA budgets, sixty seven (67) sports were dropped (36 women and 31 men). Seven (7) sports were added (4 men and 3 women).

It appears that the 2004-2005 athletic budget years, which may not experience drastic cuts, will also not see a major influx of funds reflected in athletic budgets. With this in mind, it may be appropriate to continue with the reduced number of games for each sport for one more year. If programs experience an increase in funds, this would be a good time for athletic programs to focus on enhancing their sports programs for women. This means looking at more full time positions for women’s sport team coaches who can do a good job of recruitment as well as being available to assist in

the academic progress of the athlete. There must be an attempt by the college to see if they are meeting the needs of the women both on campus and in their service areas.

The EADA and the RMC Research Corporation surveys were completed and the data indicated that the California community colleges have a ratio of women to men's programs of 35 to 65 percent, which is greatly out of compliance with Title IX's proportionality prong. Some colleges are in compliance by the use of prongs 2 or 3 but this does not appear in the surveys. The surveys are a damaging commentary on the status of women in California community college athletics and one which is very disheartening. The COA Gender Equity Committee, supported by the COA Board and COA staff, has forwarded information, breakout sessions, speakers, written materials, guides, and many presentations to inform our members of Title IX.

Title IX is a college issue and needs to be embraced by the college administration. A single athletic program without the support of the college administration can not address this issue adequately. Equity is not an athletic issue but a college philosophy.

This issue is being addressed by the state legislature in an attempt to improve this area, but my concern is that CAL-NOW may be getting impatient with the community colleges and we may be in their sights for review.

Even with a somewhat gloomy picture and the feeling that jobs and programs needed to be protected, many good things have happened. The championships, though modified, still had the same competitive excitement. Team competitive quality was at an all time high and the community colleges showcased its finely talented student athletes. Internet broadcasting of the football and basketball championships became a new tool in the COA's cache to enhance communication, was very well accepted, and garnered a good number of spectators.

The state championships should revert to their original formats in order to offer the expanded opportunities to those teams and athletes who have attained excellence. The coaches associations need to carefully select their championship sites to take advantage of the financial support of the community and the involvement of the community as spectators.

This has been a good year for the COA's continuing business enterprise. We've added four new partners, all of whom have added a degree of worldwide legitimacy to our continued partnering efforts. Citi joined recently as 2004 title partner of COA championships and earlier this year we added Office Depot, Del Costa Cheese, and Northwestern Mutual Financial Network. We are continuing our efforts to find new partners and have been successful in renewing 90% of all partnership contracts. Better yet, we continue to receive plaudits for our business acumen and unparalleled commitment to servicing our partners and sponsors.

As we look ahead, we will succeed only if our member colleges provide local support to our statewide partners and continue to recognize the critically-important role each member college has when servicing our statewide partners. I encourage you to continue to work with our office in supporting these important entities. Their investments help us increase your team reimbursements, provide better quality events, fund various operational and staff services, and fund our continuing marketing, outreach, and brand enhancement efforts.

The COA has initiated a new program in its efforts to move all of our reporting forms into electronic procedures. We will attempt to initiate the Form 3 project this fall, which will permit colleges to file the Form 3 electronically with the conference commissioner, and then send it to the COA where a master list will be created for all to view. We piloted the program earlier this year and we are now working out some of the kinks. We hope to do another dry run before including the entire membership

The Chat Line and the Board Chat Line has been a wonderful tool for keeping the membership current and providing a means to submit input. At this time much of the COA information can be found on the website and we are fielding thousands of hits a week from all over the world. The quality of our website has done much to improve our image as well as make a dynamic statement to the athletic world. This is a telling statement on the visionary goals of the COA and one in which we should all be proud.

This year the COA Board and Management Council have addressed some very heady issues: i.e. budgets, association relationships, out-of-season competition, postconference competition, site selection, to name a few. As always, I am amazed at the volume of work that is accomplished by the

volunteer members of the COA. Many thanks to the COA Board and the Management Council members for their commitment to the advancement of California student athletes and to the zeal to improve athletic programs. One of the major responsibilities of the Board members is that they serve as committee chairs and also on the appeals boards. This year the appeals boards have addressed 20 appeal cases and have done so in a timely fashion.

A special thanks to Tom Crow, Chair of the COA Board, and Ellie Bewley, Chair of the Management Council, who have provided outstanding leadership during these somewhat difficult times. We will miss their contributions and wish them well in future endeavors.

The Conference Commissioners, who are invaluable in making the great number of COA member institutions function as a unit, are valued for their dedication and leadership to their colleges and to the COA.

They are a small but dynamic group of COA staff members who in my mind are worth the world. I am extremely fortunate to be able to work with Stu, Debi, Dave, Judy and Rima, who are so instrumental in servicing the needs of one of the largest higher education sports-governing systems as the COA, and who do so with caring, knowledge, and professionalism.

Each year is a wonder and a step forward. Thank you.

Submitted by:

Joanne A. Fortunato, Ph.D.  
State Commissioner