

COA BOARD

MEETING MINUTES

*Peppermill Hotel
Reno, Nevada
April 8, 2005*

A. WELCOME AND CALL TO ORDER

Chair Eva Conrad called the meeting to order at 10:00AM. Those in attendance were William Andrews, Stan Arterberry, Susan Carroll, Jackie Fisher, Sr., Kathleen Hodge, John Keever, Jan Kehoe, Ted Martinez, Jr., Joanne Fortunato, Stu Van Horn, Debra Wheeler, and Judith Centlivre. Helen Carr, Jeff Cooper, Jess Craig, and Rosa Perez were unable to attend. After introductions Chair Conrad requested a moment of silence in memory of South Coast Conference Commissioner Don MacKenzie.

B. REVIEW OF OCTOBER 13, 2004, MINUTES

It was moved, seconded, and the motion carried (MSC) to approve the October 13, 2004, meeting minutes. These are available on the COA website at http://www.coasports.org/meetings/board_mins101304.pdf.

C. REPORTS

- 1. COA Board Chair Eva Conrad** thanked State Commissioner Joanne Fortunato for her service to California community colleges and reported the status of the search for her successor. She reviewed the timeline and reported that the process is on time. The Board expects to have the position filled by July 1 and the new Executive Director of the Commission on Athletics will be introduced at its meeting in October. She thanked Bill Andrews for his service on the Board, noting that this is his last meeting. Dr. Andrews recently accepted the position of president at Bakersfield College which is a part of the Western State Conference. Ned Doffoney of Fresno City College will represent the Central Valley Conference beginning with the next meeting. His letter of acceptance is incorporated as a part of these minutes. She also thanked John Keever for an excellent job on the Board and as chair of the Management Council this past year. Mr. Keever's term on the Management Council will end in June.
- 2. State Commissioner Joanne Fortunato** expressed her appreciation to the members that have approached her with comments and thanks for her term as State Commissioner. Copies of her State of the Organization report were distributed and she discussed some of the highs and lows of the Commission over the last ten years. She stated that while preparing her report she read over the minutes of all the meetings since she became

Commissioner and how she was proud of the membership, herself, and the COA staff. The organization has made great strides over the last decade and she indicated that a list of many of the changes is attached to her report. Just a few are: CEOs are now responsible for policy issues while athletic directors oversee the operational matters. The Code has been reformatted and we now have the *Constitution and Bylaws*. There are several new publications and many methods of communication and marketing have been developed. She thanked the conference commissioners for their assistance, wisdom, and deep commitment to the Commission on Athletics. She also thanked the membership for a great ten-year experience and allowing her to work with her dedicated staff.

3. **Associate Commissioner Stu Van Horn** informed the Board that Pepsi and Renaissance Agencies recently renewed their partnership agreements and introduced Pete Ginnegar of Renaissance Agencies who was in attendance at the Board meeting. He reported that final negotiations with U.S. Bank are in progress, which will result in the second largest partnership in COA history. Implementation of the fall festival has been a great part of his focus since last spring. The festival will begin in fall 2005 and hopefully the spring sports championships will follow suit in 2007. He expressed thanks to the sport coaches association for their support of the festival concept. The festival will also have educational activities that will enhance the experience of student athletes. The COA website will soon have a section where one can access materials relative to the fall festival.
4. **Management Council Representative John Keever** reported that the Management Council reviewed its members' duties at its meeting and heard reports from the Athletic Directors Association, 3C4A, SCOPE, the Postconference Competition Review Committee, the Site Selection Committee, and the Form G Committee. He advised the Board of concerns brought up at the meeting regarding COA member colleges competing in NJCAA events and indicated that the Management Council would submit a Form 5 proposal in the fall to address the issue. The Management Council is also preparing a list of names to represent the athletic directors and the affiliate organizations for the Selection Committee being organized for the search for the new Executive Director of the COA. Mr. Keever reminded the Board that this would be his last meeting and that it has been his pleasure to serve this membership, a group of lifetime friends. He then reviewed the legislation and that report can be found in the legislation section of these meeting minutes.

D. LEGISLATION

It was (MSC) to accept the Management Council's recommendation to approve the Consent Items, which are as follows:

CONSENT ITEMS

Note: All legislative consent items passed with an effective date of July 1, 2005, unless otherwise noted.

Consent Item 1

PASSED

Article 2.5.1 & Appendix A

Change the title: Eligibility Policy Committee.

Consent Item 2

PASSED

Article 4.3.1 and Appendix C

The MC consists of :

A. ~~Sixteen (16)~~ Seventeen (17) athletic deans/directors.

Appendix C – Sports Representatives Chart, page 205

~~16~~ 17 Athletic Directors

and page 207, Management Council Athletic Directors Sports Representatives

~~#14 Volleyball M&W, #15 Water Polo M&W, #16 Wrestling M~~

#14 Volleyball Women, #15 Volleyball M, #16 Water Polo, #16 Wrestling M

Consent Item 3

PASSED

Art. 7.5.15.1

1. Appointment and tenure on the Disabilities Board shall be at the sole discretion of the COA board. Membership on the board shall continue until the member resigns or is removed by the COA Board.

Consent Item 4

PASSED

Golf W Guide 6.1.E and Form

E. It is required that each player walks and carry/pulls her own bag of clubs throughout the tournament. ~~Exceptions to this portion of the Women's Golf Guide must be submitted to the COA Women's Golf Representative in the form of an appeal 10 days prior to the regional tournament. Each appeal shall include:~~

~~1. Verification of enrollment at the community college (current semester classes enrolled).~~

~~2. A signed letter requesting specific accommodation for a physical disability submitted by the student.~~

~~3. A letter from the women's head golf coach on school letterhead supporting the request for physical accommodation with approval of the athletic director.~~

~~4. Verification of disability and identification of educational limitations due to disability from a licensed medical physician.~~

~~The appeal will be presented to the Women's Golf Coaches Executive Committee for approval. The COA Women's Golf Representative will also vote on the appeal. An appeal must receive a majority of the votes cast.~~

Eliminate the "Request for Physical Accommodation" form

Golf, W Guide 6.1.J

6.1 Playing Rules

- J. ~~Two (2) designated coaches can coach players from green to tee box only. These designated coaches are not allowed to contribute to rules decisions during tournament play. One designated coach can coach players from tee to green, excluding hazards, bunkers, and putting green.~~

Consent Item 5

PASSED

Soccer Guide 3.5.A.1

1. Unlimited substitutions are permitted. ~~Substitutions may be made on~~ and shall be made only during the following: kickoffs, goal kicks, your own throw-ins, your own corner kicks, cautions (yellow cards), injuries, or any time the other team substitutes.

Consent Item 6

PASSED

Soccer Guide 4.3.A.

- A. All contests that meet the following criteria must be counted in the overall season record and used for the power rating system: (Note: Scrimmages do not count in power rating calculations.)

5. Games must be played against other two-year colleges.

Consent Item 7

PASSED

Soccer Guide 4.4.D-F.

- D. Regional round one games shall be played on the ~~Tuesday, two weeks prior to the Thanksgiving weekend~~ Saturday prior to Thanksgiving.
- E. Regional round two games shall be played on the ~~Saturday~~ Tuesday prior to Thanksgiving weekend.
- F. Regional round three games shall be played on the ~~Tuesday prior to~~ Saturday one (1) week following the Thanksgiving weekend.

Consent Item 8

PASSED

Soccer Guide 4.3.D-1. and 4.3.F.

4.3.D.

1. All participants will also provide all match data to the designated state statistician or website (currently www.CCSoccernews.com) prior to 12:01am of the date of the seeding meeting.

F. *...add as last sentence:* It is the responsibility of the seeding committee to check submitted "Season Record for Playoffs."

Consent Item 9

PASSED

Softball Guide 3.4.F

Dugouts shall be assigned. ~~In regional game one, host school or higher seed shall have choice of dugout. In subsequent games, teams on top of bracket shall occupy the third base dugout and teams on bottom of bracket shall occupy the first base dugout. During regional games, the higher seeded college shall have the choice of dugouts for each game, except for games played on consecutive fields.~~ Dugouts shall not be changed when one (1) team plays on the same field for consecutive games; the new team shall occupy the empty dugout.

Consent Item 10

PASSED

Volleyball Men's Guide

3.4.B Exceptions:

1. Twelve (12) unlimited substitutions per game permitted.
2. Coaching from sidelines permitted—providing it is not disruptive.
3. May use a different Libero each game; however, the coach must indicate his number for each game lineup.
4. Do not switch sides at eight (8) points during the fifth (5th) game.
5. Libero may serve in one rotation in the proper serving order.
6. When one team gets to 24 points in games one through four or 14 points in a deciding game, both teams will go to side-out scoring. A point can only be scored while a team is serving.

Consent Item 11

PASSED

Bylaw 3.11, Women's Volleyball

All conference competition shall be completed by Saturday, ~~two (2)~~ three (3) weeks prior to the end of post-conference competition.

Bylaw 3.11, Men's / Women's Soccer

All conference competition shall be completed by two (2) ~~three (3)~~ Tuesdays prior to Thanksgiving.

Consent Item 12

PASSED

Volleyball, Women's Guide 4.3.B.C. & E

- B. Round one of regional play shall be played on the ~~Tuesday~~ Wednesday ~~prior to~~ after Thanksgiving Day.
- C. Round two of regional play shall be played on the Saturday after ~~Thanksgiving Day~~ the first round of regional play.
- E. The remaining four colleges in each region shall move to the state championship tournament on the weekend following ~~Thanksgiving weekend~~ regional play.

Consent Item 13

PASSED

Volleyball, Women's Guide 5.1.A-C

- A. The State Championship event manager is selected ~~from among the coaches of the hosting region~~ by the CCCWVCA Executive board.

- B. The State Tournament Committee is comprised of ~~the~~ volleyball coaches ~~selected by the State Championship event manager~~ throughout the state.
- C. The tournament site has been designated ~~on an alternating basis between northern and southern California~~ by the COA and the Festival committee.

Consent Item 14

PASSED

Volleyball, Women's Guide Appendix A

If selected to host a regional volleyball competition, your college will have ~~two (2)~~ ten (10) days' notice to prepare for a championship competition. The checklist should assist you in making necessary arrangements.

POLICY ITEMS

The Board reviewed the legislative Policy Items proposed and the results of that process are as follows:

Note: All legislative policy items passed with an effective date of July 1, 2005, unless otherwise noted.

Policy Item 1

PASSED

Note: This item passed with the stipulation that it be reviewed again in two (2) years.

Articles 7.2.5 & 7.3.5

The proposed amendment will be distributed to the ~~appropriate committee~~ conferences, to the affiliate associations, and to the member colleges for their comments. ~~before it is acted upon~~

The amendment will then be sent to the Eligibility Policy and the Competition Committees to be discussed in open forum before being voted upon by the committee members. These committees will meet on the first day of a regular COA meeting and each shall conduct open forums for the purpose of encouraging broad-based discussion and revision of proposals.

The amendment will be sent to the MC and COA Board for action.

Policy Item 2

PASSED

Note: This item passed with the amendment to add coaches association to conference and affiliate organizations in the dates/tine chart.

Articles 7.2.5

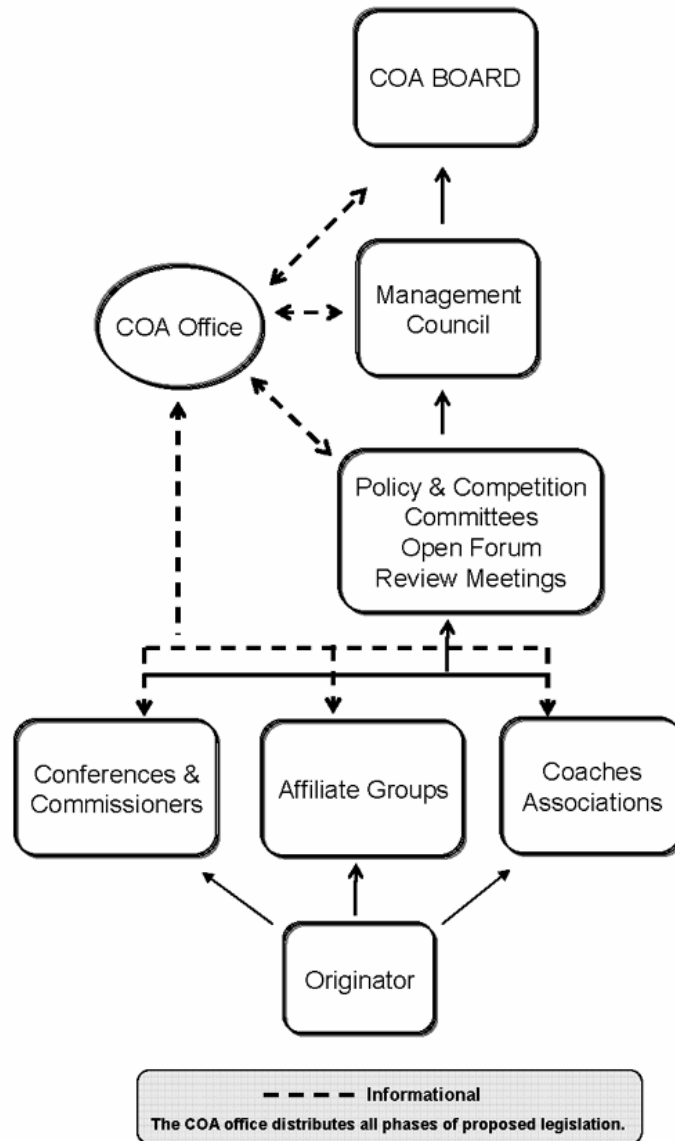
1. Operational issues may be approved at the first reading. This process for developing proposals for these sport-specific issues includes prior review by the appropriate coaching or sport governing bodies.

Policy issues will be eligible for approval only after two readings in order to allow time for discussion among the total membership.

Appendix C

Change the Legislative Process Chart to include the open forums and place them before the Management Council meeting.

LEGISLATIVE PROCESS CHART



DATES/TIMELINES FOR PROPOSED LEGISLATION

<u>Path</u>	<u>Fall</u>	<u>Spring</u>
Originator to COA	September 1	February 1
To Conferences, Coaches Associations, and Affiliate Organizations	September 14	February 14
To Open Forum	Wednesday at Fall COA Meeting	Wednesday at Spring COA Meeting
To Management Council	Thursday at Fall COA Meeting	Thursday at Spring COA Meeting
To COA Board *	Friday at Fall COA Meeting	Friday at Spring COA Meeting
<i>Fast Track Effective Date</i>	<i>January 1</i>	
Normal Effective Date	July 1	July 1

* To COA Board for information if procedural change; for action if policy change.

Note: This item was failed by the Management Council and tabled by the Board. The Board will bring forth an alternative proposal in the fall.

BYLAW 3.18 OUT-OF-SEASON CONTESTS

3.18.3 No college or district resources may be used to support any official or unofficial team, individual, club, or other athletic organization in any practice, competition, or other activity that takes place outside the COA season of sport. *(See Bylaw 3.1.)*

The Athletic Director or Athletic Administrator at the individual college is responsible for the enforcement of this bylaw. College coaches must consult with their Athletic Director or Administrator before engaging in any activities that may be in violation of this bylaw.

Violations will bring about sanctions as outlined in Constitution Article 7.4.

The following are examples of college or district resources that may not be used to support out-of-season teams:

- A. Name. The college name, logo, mascot, or any initials or like emblem color that connects the team with the college cannot be used to identify the out-of-season team or individual.
- B. Funds. College/district funds and funds raised under the college name may not be used.
- C. Equipment. No equipment purchased with college or district funds may be used by an out-of-season team, unless the equipment is part of a facility (i.e. bases on a softball or baseball field, or nets or poles for volleyball), and is equipment that is available for any non-college group that uses the facility. This includes equipment that might be discarded as new equipment is purchased.
- D. Uniforms. No uniforms, practice gear, or matching clothing with the college name, nickname, or logo that was purchased by the college may be used, regardless of the condition of the clothing.
- E. Supplies. No supplies of any type purchased by the college may be used. This includes athletic training supplies.
- F. Transportation. No college vehicles or coaches' personal vehicles (if reimbursed) may be used to transport athletes to practices or competitions outside the season of sport.
- G. Insurance. No insurance purchased by the college may be used for injuries that occur to individuals on out-of-season teams.
- H. Personnel. College support personnel shall not be utilized by out-of-season teams or groups. This includes secretaries, custodians, athletic trainers, grounds people, and business services, unless the individuals are compensated with non-college or district funds and the services are available to any outside group at the same rate.
- I. Facilities. College facilities shall not be used for out-of-season practice or competition unless the appropriate college office has approved the use, according to college policy. The terms of approval, including facility and staff charges, must be identical to any other outside group.
- J. Coaches. Coaches shall not be involved in out-of-season activities, as part of their teaching load, nor shall they receive a stipend, reimbursement or other form of payment for these activities.

Policy Item 4

PASSED

Bylaw 5.1.4

Colleges may become a member of an established conference by receiving a majority vote of the college presidents of the current member colleges of the conference the college wishes to join.

- A. Colleges joining an already existing conference must show evidence they have a similar philosophy as that of the conference they are asking to join.
- B. A college's exit from a conference cannot leave their original conference in violation of Bylaw 5.1.6.
- C. Member colleges of the conference the college is asking to leave cannot block the exit of the college if all other criteria are met.
- D. The COA Board has final authority over conference placement.

Policy Item 5

PASSED

Bylaws 6.13.1 6.13.4

Bylaw 6.13.

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 athletic administrator will forward names of the protest committee members and (1) alternate to the regional and/or state tournament director and the visiting college(s) 24 hours prior to the contest. Preferably one (1) protest committee member will be selected from the visiting team's community, whenever possible. The host athletic director should choose protest committee members who are unbiased and knowledgeable about the sport. No coaches (from the same sport) representing an institution in the event can serve on the protest committee. If the COA sport representative is on-site, it is recommended that he/she be a member of the protest committee.
- C. It is recommended that the protest committee be onsite 30 minutes prior to the competition.
- D. The contest shall not begin until all members of a qualified protest committee of three (3) have been introduced to each coach.
- E. Protest committee decisions must be made immediately at the time of the protest.

The penalty for failing to comply with A through ~~D~~ E shall result in a warning in the form of a report forwarded to the COA and the respective affiliate association. Upon receipt of this report, the COA Executive Board Chair shall convey in writing to the host college president that the athletic administrator failed to comply with COA regulations. Two infractions shall result in forfeiting their next opportunity to host a PC event in that sport.

6.13.4

The athletic administrator shall have the appropriate ~~Constitution~~ and sport guide and rule book and the COA *Constitution* available and shall be responsible for

OPERATIONAL ITEMS

Note: All legislative operational items passed with an effective date of July 1, 2005, unless otherwise noted.

Operational Item 1

PASS/FAIL indicated on the left margin

Bylaw 3.11 Sport Seasons Chart, Bylaw 3.14, and Appendix C

- PASSED: Soccer M/W** Max: ~~22 contests~~ 24 games
See Section 3.14.2 F and G
Tournaments of any type count game for game
- PASSED: Wrestling** Max: ~~21 contests~~ 16 dates
- FAILED: Basketball M/W** Max: ~~28 contests~~ 36 games
See Section 3.14.2 D
Tournaments of any kind count game for game
- FAILED: Tennis M/W** Max: ~~22 contests~~ 30 Dates
See Section 3.14.2 D
- PASSED: Volleyball M **** ~~24 contests~~ 24 dates with no more
than 4 tournaments
See Section 3.14.2 F and G

PASSED AS AMENDED: Bylaw 3.14 Counting of Contests

3.14.1 Colleges wishing to sponsor and administer tournaments in basketball, ~~soccer, men's volleyball,~~ and tennis, and wrestling shall submit a Form G, Tournament Format, to their Conference Commissioner by March 15 for fall sports and October 15 for spring sports. The conference commissioner shall verify that the method used to count contests during the tournament is in accordance with the *Constitution*.

PASSED: Bylaw 3.14.2 1.F

F. Volleyball Tournaments (pg. 65-66)

~~Volleyball may use any tournament format listed above except the baseball tournament format.~~

1. Non-conference tournaments shall be a maximum of two (2) days in length.
2. Colleges may participate in no more than four (4) tournaments, of which no more than two (2) may be two (2) days in length.
- ~~3. Two (2) 3-5 game matches played on one (1) day shall count as one (1) contest.~~

FAILED:

Appendix B: Forms Summary - Remove Form G, Invitational Event Form (pg 153):

~~Form G, Invitational Event Form~~

~~Form G is to assist colleges with the administration of and participation in invitational events. Each college sponsoring an invitational event shall submit Form G to its conference commissioner for approval by March 15 for fall sports and October 15 for spring sports.~~

Operational Item 2

PASSED

Badminton Guide I-1.1

- B. Coaches of individuals and doubles teams qualifying for the state tournament shall fax an entry form for each individual and team from their college to the state event manager by the Sunday following the conference tournament.
- ~~1. If the coach believes an individual or team should be seeded, the seeding information requested on the entry form should be included.~~
 - ~~2. If seeding information is not provided, entries are at risk of receiving a lower seed than their playing record would support.~~

Operational Item 3

PASSED

Badminton Guide I-6.5.B-C and Badminton Guide I-6.4.A (Brackets)

- B. Conference tournament quarterfinalists (8 singles and 6 doubles) shall qualify for the state tournament. Conference tournaments shall be played to completion and results will ~~be considered in seeding~~ determine the ranking of players qualifying for the state tournament.

C. SEEDING COMMITTEE AND TOURNAMENT QUALIFIERS

1. On Monday following the conference individual championships the Event manager shall fax or otherwise distribute the names of all entrants ~~and seeding information to the seeding committee and~~ their respective ranking in their conference (1-8 singles and 1-6 doubles) to the seeding committee. The event manager shall also set up a conference call for the seeding committee for the following morning (Tuesday).
- ~~2. On Tuesday following the conference individual championships the seeding committee shall determine the tournament seeds and make the draw, using the following guidelines:~~
 - ~~a. A maximum of four individuals/teams shall be seeded.~~
 - ~~b. Up to four additional shadow seeds may be designated.~~
 - ~~c. Non-seeded conference #1 players shall not meet in the first round.~~
 - ~~d. USAB seeding rules regarding geographic (conference) distribution shall be followed.~~
- ~~2. On Tuesday following the conference individual championships, the seeding committee shall use rankings from each conference to determine the placement of the players in the draws. (See pages 5 and 7 for specific placement e.g. A1, A2, B1, B2 etc.)~~
- ~~3. Criteria to be used in seeding may include:~~
 - ~~Results of conference individual tournament.~~
 - ~~Head to head results in team and tournament matches.~~
 - ~~Common opponents in team and tournaments matches.~~
 - ~~Overall record in team competition.~~
 - ~~Finishes in non-conference community college tournaments.~~
 - ~~Strength of conference.~~
- ~~3. Criteria to be used in determining conference ranking (i.e. A, B, or C) will include:~~
 - ~~Head to head results in inter-conference team and tournament matches.~~
 - ~~Common opponents in inter-conference team and tournament matches~~
 - ~~Overall record in team competition.~~

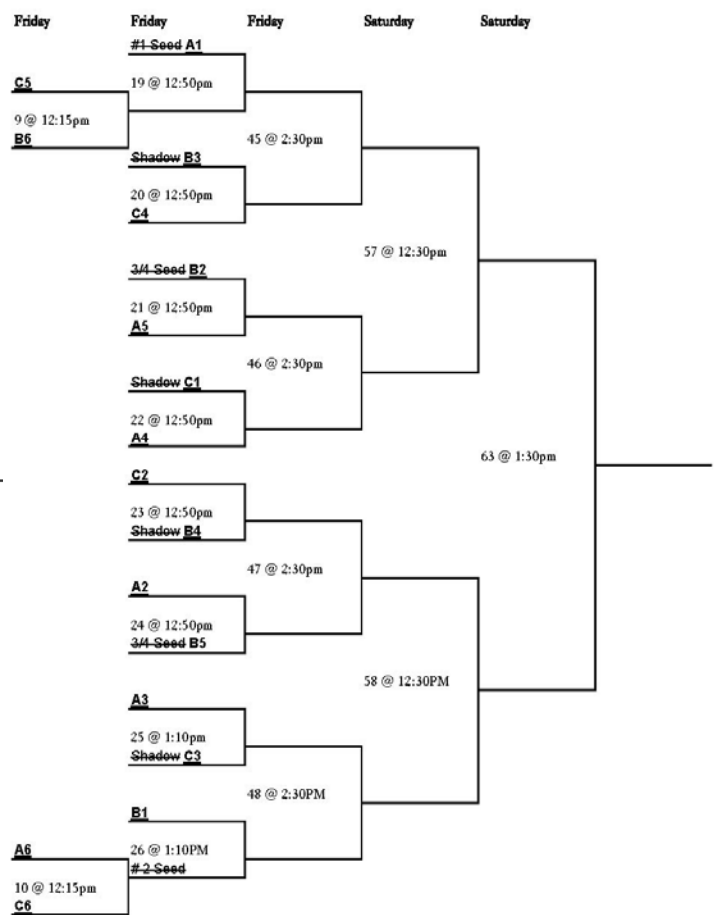
The conference receiving the highest ranking based on the above criteria shall be the “A” conference. The second highest ranking conference shall be designated the “B” conference and the remaining conference shall be the “C” conference.

IF A LACK OF CONSENSUS OCCURS, A COIN TOSS WILL DETERMINE WHICH CONFERENCE WILL IDENTIFIED AS A, B, OR C, WITH THE STIPULATION THAT THE NORTHERN CALIFORNIA CONFERENCE WILL BE GUARANTEED AN A OR B IDENTIFICATION.

**Badminton State Championships
Individual Singles**



**Badminton State Championships
Individual Doubles**



Operational Item 4

PASSED

Football Guide 1.2.E.2

CRITERIA FOR SEEDING SOUTHERN CALIFORNIA

1. An eight (8) team playoff structure will be seeded using the five (5) conference/divisional champions and three (3) at-large teams.
2. ~~A power criterion will be used based on accumulative winning percentage of each Southern California conference's crossover games for the current season.~~ The eight (8) teams that have been selected from the above selection process will be seeded according to their final ranking in the

CCCFCA/COA Poll. Teams will be seeded one (1) through eight (8) with the highest ranked team seeded #1, the 2nd highest ranked team seeded #2, etc., until all eight (8) brackets are filled.

- ~~3. Where conference's are divided into two (2) divisions, each conference must determine its champion (or #1 team) for seeding purposes. The division champion from each conference that is not designated as a conference's #1 team is automatically the #2 team from that conference.~~
- ~~4. The #1 team from the conference with the best winning percentage in crossover games for that current season will be designated the #1 seed in the playoff structure. The #1 team from the conference that had the second best winning percentage will be designated the #2 seed. The #1 team from the conference that had the third best winning percentage will be designated the #3 seed. #4 seed will be the #2 team from the first conference; the #5 seed will be the #2 team from the second conference, as so on. Once all conference/divisional champions are seeded then three (3) at large teams will be seeded.~~
- ~~5. At large teams will be seeded using the final CCCFCA/COA poll. The highest ranked team on the final poll that is not a conference/division champion will be seeded next, followed by the next highest ranked team and so on until all brackets are filled out~~

Operational Item 5

FAILED

Golf, W Guide 4.2.C and 5.2.D

- ~~C. No practice or competition rounds of golf will be allowed by players on courses to be used for the season's regional competition one (1) full week prior to the event, except the home team may use that course for its practice. The visiting conference team(s) shall be allowed to play a practice round the day prior to regionals on the regional course. The host conference shall be allowed a practice round excluding this day.~~

5.2

~~D. No practice or competition rounds of golf will be allowed by players or courses to be used for the season's state competition one (1) full week prior to the event, except the home team may use that course for its practice. The visiting regional team(s) shall be allowed to play a practice round the day prior to state championship on the state championship course. The host regional teams shall be allowed a practice round excluding this day.~~

Operational Item 6

PASSED

Golf, W Guide 6.2.C

~~C. The tournament director will make every effort to provide a volunteer walking scorer at regional and state championships. Each player will keep one (1) other player's score and her own score. Both players will sign and attest each card. Cards are then to be turned in to the official scorer.~~

Operational Item 7

PASSED

EFFECTIVE APRIL 8, 2005

Swim Guide 1.5.A.2

1.5 Qualifiers

A. Diving

1. Either prior to or at the end of conference competition, the top six (6) female and top six (6) male divers (north & south) will be selected to advance to the state meet . . .
2. Six (6) divers and two (2) alternates (north & south) will be identified to go on to the state competition for both men and women. A diver that is qualified on one board and is a 1st or 2nd alternate on the other, will be allowed to compete in both events. Should one of the north or south regions be unable to field six (6) divers in an event, the vacant qualifying position(s) shall be filled by the alternates from the other region, so there will be at least twelve (12) divers.

Operational Item 8

PASSED

EFFECTIVE APRIL 8, 2005

Tennis T-6.2 D

6.2 DATES AND SITES

D. All matches shall be played at a neutral site at the campus or regular season playing site of the team with the higher seed.

Operational Item 9

FAILED

WATER POLO GUIDE 5.3

5.3 GAME TIME SCHEDULE (Alternate men and women order by years: even-numbered years women first, odd-numbered years men first.)

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

B = South 1, North 2, North 3

Friday: (No change)

Saturday:

12:00PM 1ST A vs 1ST B W
1:15PM 1ST A vs 1ST B M
7:45AM 3RD A vs 3RD B M
8:50AM 3RD A vs 3RD B W
9:55AM 2ND A vs 2ND B M
11:00AM 2ND A vs 2ND B W
12:15PM 1ST A vs 1ST B M
1:30pm 1ST A vs 1ST B W

Operational Item 10

PASSED

Wrestling Guide 1.1

Playing Rules

~~A. Invitational tournaments, that are non-qualifying tournaments; (i.e. those other than the North and South Duals, the North and South Regionals, and the State Tournament) will have the weigh-in determined by the tournament host. It will be either the morning of the tournament, two (2) hours prior to the starting time per NCAA rules or the night before the tournament between 5:00 pm and 6:00 pm.~~

A. Student athletes weighing in at a weight class in which they are not certified to compete would be considered an ineligible not certified participant and the following sanctions shall be applied.

1. First Violation

- a. Forfeiture of scheduled event
 - i. Dual: forfeiture of the entire dual meet
 - ii. Tournament: classified as flagrant misconduct – The offending wrestler shall be disqualified from the tournament and all points earned by the wrestler deducted from the team score.
- b. Letter sent to the offending college's athletic director.
- c. Offending student athlete declared ~~ineligible~~ not certified for the next scheduled event.
- d. Offending head coach required to sit out the next scheduled event.

2. Second Violation

- a. Same student athlete – Section A (1) shall apply and the athlete shall be declared ~~ineligible~~ not certified for the remainder of the season.
 - b. Different student athlete: Section A (1-4) shall apply.
 - c. Letter sent to athletic director (c.c. division dean)
 - c. Head coach shall be removed for the remainder of the sport season.
- B. The required initial weight certification information must be in the office of the COA Management Council Representative at least three days prior to a college's first scheduled competition. Certification of additional student athletes shall follow the same guidelines prior to participation of the athlete. Non-compliance would result in forfeiture of scheduled contest involving non-certified student athletes.
- C. Each head coach shall have in his possession his team's weight descent information at every event. Upon request, he shall present the information. Teams not complying with the aforementioned guideline shall forfeit the scheduled contest or be declared ineligible for participation in the scheduled tournament.
- D. Final certification information shall be presented at the regional championships prior to weigh-ins. teams not complying with this guideline will be declared ineligible for participation in the regional championships.
- B.E. At least one coach for each wrestling team will be CPR certified and re-certified annually prior to the start of competition.

Operational Item 11

PASSED

Golf, Women's Sport Guide 4.1 and 5.1

4.1. REGIONAL QUALIFYING

The following qualifying methods apply when there is more than one (1) conference in a region:

- A. ~~The top two (2) teams in each conference shall qualify to regional competition plus six (6) at large individual qualifiers not on the two (2) qualifying teams.~~
 - 1. ~~The seventh (7th) and eighth (8th) low at large individuals, not on a qualifying team, shall be listed as alternates to the regional tournament and their names submitted to the event manager.~~
 - 2. ~~Each conference shall determine the manner in which the six (6) at large individuals qualify for regionals.~~

A. The following are the maximum number of participants in each regional competition. Each conference championship team shall qualify to regional competition.

2005 NorCal 28 SoCal 45

2006 NorCal 26 SoCal 42

2007 NorCal 24 SoCal 42

B. Each region shall determine the manner in which the participants will be selected.

5.1. STATE TOURNAMENT QUALIFIERS

~~A. The top two (2) teams from each region shall qualify to the state tournament.~~

~~B. At Large Individual Qualifying~~

- ~~1. When a regional is played, the top six (6) low medalists from that event who are not on a qualifying team shall qualify to the state tournament.~~
- ~~2. The seventh (7th) and eighth (8th) low individuals who are not on a qualifying team shall be listed as alternates to the state tournament, and their names shall be submitted to the event manager.~~
- ~~3. When there are fewer than two (2) conferences in a region and no regional is held, the top six (6) low medalists are determined by averaging the scores of dual team play and conference championship tournament play to qualify to the state tournament.~~

A. There shall be a maximum of 28 participants in the 2005 State Tournament, a maximum of 26 participants in the 2006 State Tournament, and a maximum of 24 participants in the 2007 and after State Tournaments.

Operational Item 12

PASSED

Volleyball, Women's Guide 5.1.F

F. State Tournament Brackets:

- (#1) Fri ~~6p~~ 4p
- (#2) Fri ~~8p~~ 6p
- (#3) Fri ~~6p~~ 4p
- (#4) Fri ~~8p~~ 6p
- (#5) ~~Sat 9a~~ Fri 8p
- (#6) ~~Sat 9a~~ Fri 8p
- (#7) Sat ~~12p~~ 10a
- (#8) Sat ~~12p~~ 10a
- (#9) Sat ~~3p~~ 1p
- (#10) Sat ~~3p~~ 1p
- (#11) Sat ~~7p~~ 4p
- (#12) ~~Sun 10a~~ Sat 7p
- (#13) Sun ~~1p~~ 10a
- (#14) Sun ~~5p~~ 1p

E. BOARD COMMITTEE REPORTS

AWARDS COMMITTEE

Committee Chair Susan Carroll gave accolades to the COA staff for the organization of the Pepsi Celebration of Student Athletes Luncheon. She reported that the awards were beautiful and the students were wonderful examples and proof that athletic programs do change lives.

F. OUT-OF-STATE RECRUITING

The Board reviewed the requests of Barstow College, Feather River College, Imperial Valley College, Lassen College, Marymount College, College of the Siskiyous, and Taft College for out-of-state recruiting and it was (**MSC**) to approve all requests. These waivers will need to be reviewed again in the spring of 2010.

A brief discussion followed regarding out-of-state and out-of-country recruiting and Chair Conrad noted that the Board is charging the Management Council with the responsibility of reviewing rosters for championships.

G. CONFERENCING

State Commissioner Joanne Fortunato reviewed the process set out in the *Constitution and Bylaws* regarding colleges moving from one conference to another and the details of the request of Modesto Jr. College to leave the Central Valley Conference and become a part of the new Big Seven Conference. She indicated that Modesto's absence would have a negative impact on the Central Valley Conference and Board member Bill Andrews echoed her concerns. Central Valley Conference Commissioner Logan McKechnie addressed the Board explaining that the conference did vote to approve the request but that there will be serious ramifications as a result of losing one of its largest schools. He indicated that the conference is committed to bringing in more sports, has invited other schools to join the conference, and it will be looking to the COA Board for assistance. Bill Kaiser, Modesto Jr. College Athletic Director, addressed the issues and explained the college's philosophy and the advantages in moving to the Big Seven Conference. Bay Valley Commissioner Al Matthews brought it to the Board's attention that the *Constitution and Bylaws* states that a request of this nature is to be reviewed by the Management Council first.

It was moved, seconded, and the motion failed (**MS Failed**) to approve the request of Modesto Jr. College. It was (**MSC**) to table the request mandate and that a Form 5 be submitted reflecting Modesto Jr. College's request. The Form 5 will then be reviewed in the fall by the Management Council. After considering the Form 5, the Management Council will make a recommendation to the Board.

H. FUTURE MEETINGS

Wednesday, June 22, 2005, 10:00am - 1:00pm, in Sacramento.

I. ANNOUNCEMENTS

Western State Conference Commissioner Aviva Kamin thanked Chair Conrad for her work and service to the COA Board.

J. ADJOURNMENT

There being no further business, the meeting adjourned at 9:20AM.

Respectfully submitted,
Joanne A. Fortunato, Ph.D.
State Commissioner

COMMISSION ON ATHLETICS
STATE OF THE ORGANIZATION
1995-2005

The task of developing this message to you today was very difficult. As you have experienced for yourself, I am sure, the opening line or how to start is always the hardest.

I thought if I went back and looked at my first reports to the membership I would find the right words. What I did find was that I became totally engrossed in reading the meeting minutes from October 1995, which was my first meeting, until this today.

So this report has turned into a Report of the Decade...1995-2005.

What a wonderful project it turned out to be because it made me very proud of you, my staff, the organization and me. Those of you who are new to the organization have no idea of the great strides, the number of changes and the progress this organization has experienced over the last ten years. It has been a long walk with many celebrations.

At the current time the COA is a vibrant, active, organized and fully functioning organization which involves constituents at all levels and has a plethora of communication tools which makes the COA visible to the world.

I would be remiss if I said everything is perfect as there are areas which still need to be tweaked. This will be an ongoing issue as organizations must change with the times. My concern is the level at which the constituents wish to be involved.

Communication has been the buzz word throughout the years and I have been very sensitive to the issue. We as a staff have focused on this aspect and have used many tools to disseminate information and request feedback. In order to have communication there needs to be a reciprocal desire to know and understand.

We have developed publications, networks, chat lines, face-to-face meetings, electronic messaging, teleconferencing and videoconferencing as means of keeping the membership updated in a timely manner. We have also gone out to the membership at conference, coaches, and affiliate association meetings, as well as many state and national meetings, to be as accessible as possible. My sense is that communication will continue to be an aspect which will always be a hot topic.

The staff and I have prepared a list of the changes, attached to this report, which have occurred over the last ten years. You will find them overwhelming and awesome in content. I would like to mention a few of the more outstanding transformations which have been implemented.

We restructured the total organization into a COA Board and Management Council. The CEO's are now intricately involved in athletic policy issues and athletic directors now have authority over operational issues. Many committees have been established to deal with specific areas. Approximately seventy three different individuals are involved in the governance structure of the COA.

The first convention was introduced in April 1996 which included involvement of the affiliate associations, the first Hall of Fame, the first "Honor our Students Luncheon", the first "Honoring Our Own Bruncheon" and the 25th Celebration of Women's Athletics.

We held the first State Football Championship in 1996, added women's golf, badminton, and women's water polo, reformatted the "Code" into the COA *Constitution and Bylaws*, added the Scoreboard, California's Gold, Contact Sports, the COA website, the Chat Line, the entire area of Development and Marketing, which over the last eight years has brought into the COA budget close to three million dollars.

Please read over the attached list and I am sure you will appreciate the enormous contributions which have been realized.

The leadership has been visionary and has moved the organization to a higher level of form and function. This trend needs to continue in the future as societal, financial, and constituent profiles change.

Many thanks to the COA Board for its guidance and to the Management Council for its direction and oversight of operational issues.

The organization is dependent on the conference commissioners who perform their responsibilities with professionalism and are true leaders. My deep appreciation to Commissioners Aviva, T. Mark, Dale, Al, Logan, Clar, Gary, and Dean for your assistance, your wisdom, and your deep commitment to your members and to the COA.

It is going to be the hardest for me to not be working with the greatest staff and friends in the world on a daily basis. The COA is very fortunate to have the quality of people, small in number but immense in heart and ideas as its staff. You have been wonderful companions during these last ten years and you have put up with my constant adding of new and more things to do and you have made it happen. Many, many thanks for enabling me to be productive.

IMPROVEMENTS AND ADDITIONS WHICH HAVE ADDED VALUE TO THE COA 1995-2005

COA/Management Council organizational restructure, including new legislative process

- CEOs are now responsible for the direction of the organization with final approval on policy issues
- Athletic directors and affiliate associations are responsible for operational issues
- The addition of committees to the COA structure including the; Disability Appeals, Finance, Postconference Competition, Site Selection, Affiliate Associations, and Sport Coaches Committees

Reformatted the “State Athletic Code” into the COA *Constitution and Bylaws*

- Glossy and updated publications each year

Format for the directory and the sport guides has changed and is updated yearly

Created the Scoreboard and California’s Gold which are glossy publications and then California’s Gold became an electronic publication now titled Contact Sports

Creation of the COA convention

- Workshops, seminars, keynote speakers, Hall of Fame Banquet, Student Celebration luncheon, Honoring Our Own Bruncheon, affiliate association meetings, Women’s 25th Anniversary event and socials

Added badminton, women’s golf and women’s water polo

Created a program review process for all colleges on a five-year rotation

Created a strategic long term plan for the COA

Instituted the COA CHAT LINE

- Board CHAT LINE
- CHAT LINE for coaches and COA Sport Representatives

Creation of COA Football Championship

- Fully funded
- 100% reimbursement to participants at COA-approved levels

Office became electronically updated

- Improvement/purchases (hardware and software) of office equipment

- Development of shared interoffice network
- Encouraged staff to keep skills current through training seminars

Advocacy for Title IX

- Reinstated the Gender Equity Committee
- Attendance at NCAA and Federal Title IX seminars by staff and Board members
- Meetings with the NOW representative
- Keynote speakers and workshops on Title IX, sexual harassment and homophobia
- Development of a Title IX library, gender equity assessment instrument, and website link to relevant associations

COA Fall Sport Festival concept

- 12 sports championships in one geographical area
- Funding and sponsorships
- Educational experience for youth

Trademark for Potato Bowl and COA logo

A year-long 25th Year Celebration of Women's Intercollegiate Athletics in the COA

In partnership with the NJCAA established the NATYCAA/Pepsi Cup

Instrumental in the re-establishment of the NCAA Two-Year College Relations Committee

Created an intern program

Reorganization of COA office staff and physical space

- Associate Commissioner, development, marketing, and special events
- Assistant Commissioner, postconference competition
- Sports Information Director, website, media relations and special events
- Executive Assistant, appeals, correspondence, calendar, agendas, *Constitution and Bylaws*, and directory
- Administrative Assistant, database, receptionist, COA store, mailings
- Added three new work stations with no increase in rent

Development/ Marketing (Branding)/Special Events

- Creation of business/partnering platform.
- Production of COA image piece

- Increased budget by approximately three million dollars through sponsorship programs
- Coordination of on-campus programs featuring COA partners
- Creation and funding of COA TV Network (11 championships aired during tenure)
- Coordinated member college revenue share program
- Coordination of COA grant program for media relations
- Coordinated in-venue marketing efforts at COA championships
- Purchases of donor bases, industry periodicals for partnering prospecting
- Signed 37 partner/sponsor agreements.
- Televised eight different state championships plus cameos of all other sports.

Instituted the COA sports information position with oversight for the website and media relations

- The COA website has become the COA's primary informational source, not only for sports news but meeting information, legislation updates, calendar dates, postconference competition schedules, convention news, gender equity materials, corporate partnership program information, Form 3 and COA online forms
- Thousands of documents available on information in all areas of the COA, setting milestones to keep the membership and the world updated in a timely manner
- Links to many affiliate organizations, both state and national
- The development of media relations processes and standards
- The COA Sports Information Office is the singular source of COA-sanctioned media news releases and press packages
- Establishment of lasting relationships with media members across California and beyond. This clear and consistent media contact has helped to clarify and legitimize the COA's branding and public image
- Oversight of the COA/CCCSIA championship onsite media relations program, which now annually provides 100% staffing at all COA championship events
- The development of a system for the live audio broadcast of selected COA postconference events on COASports.org
- Monthly teleconferences to coordinate postconference media relations campaigns
- Development of a statewide COA championship credentialing process, which is now operated exclusively by the COA office
- The establishment of the criteria and scoring system for the Pepsi/NATYCAA Cup "State Associations Division"
- Maintenance of the COA's database of notable alumni, including a 2002 project that resulted in a seven-volume reference tool, available in the CCLC library

Postconference Competition

- Postconference competition financial reports reconciled with COA sport accounts
- Increased communication with coaches associations—availability of COA staff to regularly meet with each coaches association
- Creation of PC workshops for COA events
- Increased PC reimbursements
- Underwriting of awards and officials
- Increased four-fold PC sponsorship amounts

Correspondence, phone calls, email, questions, and membership needs are answered in twenty-four hours by all staff

Appeals once received in the office with complete documents are almost always addressed within one week even though there is a 20 day time line for responses

There is a staff member designated as a liaison to every COA committee and to as many conference, and coaches meetings as is humanly possible

Sincerely,
Joanne A. Fortunato, Ph.D
State Commissioner