

# COA MANAGEMENT COUNCIL

## MEETING MINUTES

*Radisson Hotel  
Sacramento, CA*

*April 6, 2006*

### **A. CALL TO ORDER AND INTRODUCTIONS**

Management Council Chair Jean Snuggs called the meeting to order at 1:45PM. Members present were Fran Babich, Kanoe Bandy, Rod Beilby, Barbara Bond, Bob Clement, Lisa Davis, Ann Heck, Chris Jeffries, William Kaiser, Tony Lipold, Clara Lowden, Cassie Macias, Bob Mariucci, Rory Natividad, Jim Sartoris, Dan Smith, Pete Snyder, Steve Ward, Jerry White, Andreas Wolf, and Susan Yates. Also in attendance were Eva Conrad, Helen Benjamin, Thomas Fallo, Kathleen Hodge, Carlyle Carter, Debra Wheeler, Michael Conway, and Judy Centlivre. Roger Schultz was unable to attend.

### **B. ADDITIONS OR CHANGES TO THE AGENDA**

Comments pertaining to wrestling and a request from the Tennis Coaches Association will be heard under agenda item "J."

### **C. REVIEW OF OCTOBER 20, 2005, MINUTES**

It was moved, seconded, and the motion was carried (MSC) to approve the October 20, 2005, Management Council meeting minutes. These are available on the COA website at [http://www.coasports.org/meetings/mgtc\\_mins102005.pdf](http://www.coasports.org/meetings/mgtc_mins102005.pdf).

### **D. CHAIR UPDATE**

Chair Jean Snuggs noted the responsibility of electing a Management Council chair and that, with this being the end of her term, a process must be set in place. There was discussion as to various formats and also the possibility of extending the term of the chair to two years. It was agreed that members will submit nominations to Ms. Snuggs before the end of this convention. She will in turn email ballots to current members who will subsequently email their votes to her for tally and determination of the 2006/07 chair. Ms. Snuggs recommended that an ad hoc committee be created to

review how the Management Council chair is selected, the length of the term as chair and the possibility of having a vice chair to rotate into the chair position in order to provide continuity.

Chair Snuggs stated that her year serving as chair has been very interesting and attending the COA Board meetings has been instructive for her. She was also able to bring a different perspective to the Board and that the members have been very responsive to information she has provided.. She reported on various meetings she attended at the convention such as the Sport Coaches Association meeting which was very well attended with professional discussions on various topics that were all for the good of the order. She suggested that the responsibilities of the affiliate organizations and how each fits into the legislative structure be reviewed. Ms. Snuggs also attended the Constitution Committee meeting and views change and evaluation of the *Constitution and Bylaws* as a positive. She also attended the conference commissioners' meeting and as she has experienced the various standpoints of the organization, she believes we are moving in the right direction.

## **E. COA BOARD REPORT**

Board Chair Eva Conrad thanked Jean Snuggs for an excellent job representing the Management Council on the COA Board this past year. She introduced COA Board members that were in attendance: Dr. Helen Benjamin representing the Bay Valley Conference, Dr. Thomas Fallo representing the South Coast Conference, and Dr. Kathleen Hodge representative of the Orange Empire Conference.

Dr. Conrad reiterated the promise made a year ago during the process of seeking a new executive director that an evaluation would be conducted in the first year. She advised that there were 135 recipients of an electronic invitation to participate in the evaluation with almost a 50% response rate. The Board is preparing the final evaluation, and while evaluations are confidential matters, she indicated that it was very positive. She also noted that she is very happy to have Carlyle Carter as the COA's Executive Director and thanked him for an excellent job and all the good work he has accomplished this past year, at which time Mr. Carter turned beet red. Dr. Conrad reminded attendees that her term on the COA Board will end this year, that she has been honored to serve as chair for the past two years, and she thanked everyone for the experience and hospitality extended to her.

## **F. EXECUTIVE DIRECTOR'S REPORT**

Executive Director Carlyle Carter advised that his priority when he accepted his position, as well as direction from the Board, was to get out among the membership, be visible, and listen. As of last week, he has attended a meeting of each conference with the exception of one which will be the first conference meeting he will attend in

the next year. He reported that he has attended many sport coaches association meetings, made a presentation at the fall plenary session of the Academic Senate, recently addressed the CCCSSAA/CCCCIO convention and will also make a presentation at the CCC Trustees' conference in May. All of these groups and faculty of the institutions need to hear about the importance of athletics at the community college level. Mr. Carter commented on his meeting with Chancellor Drummond and also that mutual efforts are being made to repair the relationship the COA and the California Community College League of California. He is participating in League staff meetings as well as making a periodic presentation to the CEO Board. He pointed out the importance of athletics at our community colleges, not just to the student athletes but to everyone, and the necessity that everyone understand that the athletic programs are the window into the college campus - how the students and coaches behave and carry themselves directly reflects on the institution. Athletic directors and coaches need to communicate and athletic directors need to witness their students and coaches in action.

Mr. Carter briefly discussed the recent meeting of the Management Council representatives and sport coaches association presidents. This initial meeting was primarily to start a dialog so that all representatives of the sports can work together to resolve issues and also have an opportunity to hear what is going on with other sports. Other issues discussed were out-of-season competition, decorum, compliance, sports information, and ethics. He reminded all that the COA office exists to serve its membership and needs to hear from membership in order to do that. These groups will be meeting on a semi-regular basis to keep the communication going.

The Constitution Committee met this week and went through the *Constitution and Bylaws* line by line. The Committee has some recommendations that it will move forward with in the near future.

Mr. Carter discussed some of the specifics of AB2165 which deals in part with the prohibition of any student who has been convicted of a felony to participate in intercollegiate athletics. He pointed out some of the concerns with the language of the bill and noted that he is also working with the League's legislative lobbyist to meet with the bill's author. Another bill before the state legislature requires athletic trainers to be certified by a government authorized certifying body. The COA is preparing a letter in support of this legislation.

## **G. AFFILIATE ORGANIZATION REPORTS**

### **1. CCCADA**

CCCADA President Rod Beilby reported. the athletic directors met this morning at which time Vice President Tony Lipold reviewed the agenda for the association's convention in Tahoe June 4 - 6, and reminded them that hotel reservations must

be made by April 19. The athletic directors will present Mickey Davis from Long Beach City College with the service and honor award at the convention this year. The association will also be taking nominations for vice president at the convention in June. The person filling the position will need to come from an institution in the south this time.

Mr. Beilby advised that Dave Evans of San Diego Mesa College will take Jean Snuggs' place on the Management Council representing the athletic directors and Jim Spillers of Grossmont College will replace Ann Heck as the badminton representative. Fran Babich will serve a second term representing the sport of softball and Tony Lipold will also serve second term as representative for track and field. The athletic directors also reviewed the positions that will be vacated next year so members can be thinking about replacements for those seats. The CCCADA will also have representatives on the committee that will address decorum.

The legislation was reviewed and other items discussed were the out-of-season competition, the fall festival, and also a letter that many received from the San Diego Tribune seeking information on football programs. The matter will be discussed by the COA board at its meeting the next day. Jim Sartoris informed the association that the Football Coaches Association is considering the formation of an alliance for the south similar to that in northern California. Bill Kaiser expressed his concern over the procedure institutions must follow in order to change conferences and more specifically where his school's request stands at this point in time. The athletic directors agreed that they are in support of Modesto Jr. College's request.

The CCCADA is also forming a committee to be responsible for gathering data on the athletic programs so that positive information will be readily available when it is needed. The members of this committee will be the president of the CCCADA, Sport Coaches Association President Lisa Davis, and Bob Myers, President of SCOPE. The committee plans to have a report the convention in June. Lefty Olguin spoke briefly about statewide recruiting which is also scheduled to be discussed at the convention.

The athletic directors and the Management Council thanked Ann Heck for all her efforts over the years of service on the Management Council.

## 2. 3C4A

President Evans Roderick reported that the 3C4A elected a new executive board at its meeting this morning. The new president will be Virginia Romero of Cerritos College, Bruce Furuya of Marin College will be vice president from the north and Chris Jeffries from El Camino College will be vice president from the south. The treasurer for membership is Sonya Kramer from Mt. San Antonio College, Joanne

Alford of Saddleback College will be parliamentarian, and secretary will be Linda Kelly Mandich from Fullerton College. He advised that he will be the past president on the board for a couple of years although he is retiring on July 1 of this year. He will, however, continue to work at Mt. San Antonio College about 30% of the time during the transition period. Sandy Meyer, president of the N4A addressed the attendees of the combined 3C4A/CCCADA meeting and discussed the impact of 40, 60, 80 on transfer students. Mr. Roderick provided information on the upcoming national convention of the N4A which will be held the first week in June in Pittsburgh, PA.

### 3. CCCSCA

Lisa Davis reported that the Sport Coaches Association reviewed its new Constitution and Bylaws which was voted on last October and made a few changes. The association will submit a Form 5 on September 1 proposing that its name be changed to 'California Community Colleges Coaches Association' (CCCCA) with the intent to eliminate confusion between this group and the soccer. Current legislative proposals were discussed and much of the meeting was spent reviewing issues discussed at the March 7 summit of the Management Council sport representatives and the sport coaches association presidents. The Decorum Policy Committee is being created and Ms. Davis indicated that she will serve as co-chair from the CCCSCA and the two members from the group's membership will be Rick Anderson of American River College and Paul Moore from Ohlone College. Out-of-season competition was also discussed at length. Ms. Davis has asked the CCCSCA presidents to report to her by June 15 their needs in order to establish and regulate out-of-season. Some concerns discussed regarding Stat Crew were that some sport organizations such as basketball and softball already have websites set up so there may be some conflict and the question arose regarding raining; this will be an agenda item again in October. Eric Black of Solano College was elected vice president of the association and Lisa Davis was re-elected for a second term as president.

### 4. CCCATA

The CCCATA met this morning and President Rory Natividad noted that SB1397 is a priority focus of the group. Mike Chisar, Diablo Valley College, is working with the national organization and the Far West Athletic Trainers Association to ensure some type of recognition and certification for trainers. Dr. Natividad thanked the COA for its support and endorsement of the bill. The group discussed the medical guidelines and will be reviewing them further to ensure that they are up-to-date and addressing all matters that need to be addressed.

They also discussed the remaining events of the fall festival and are working out the scheduling to make sure there are an adequate number of athletic trainers at the different facilities and have coverage throughout the entire time frame. The

athletic trainers are also preparing a survey to be emailed to the athletic directors to collect data on how many colleges have certified athletic trainers and of those that do, how many, and also obtain information on colleges that may have trainers that are not certified. Andy Paulin, of Mt. San Antonio College, will be honored as the California Community College Trainer of the Year on Friday. The Far West Athletic Trainers Association convention will also be held on Friday.

## 5. SCOPE

President Bob Myers reported that SCOPE membership is down this year and he encouraged people to get involved. Arnold Bray, who is the organization's legislative advocate, addressed the group at its earlier meeting with a report on bills that are have potential impact on physical education and athletics in California. Among the bills was the previously discussed AB2165 and also various bills that may impact the 5% and 10% rules that were passed some years ago as SB 338. Sue Long of Mt. San Antonio College made recommendations to help the colleges adopt SLOs in physical education on our campuses. A new committee has been formed to develop recommendations to be sent to the statewide academic senate on physical education proposals. The committee will be chaired by Diane Henry and anyone interested in participating in that group should contact her at Cypress College. SCOPE will accept nominations in the fall for open positions within the organization for the 2007-09 timeframe. More information is available on the SCOPE website which can be found under the links on the COA website.

## 6. CCCSIA

Pete Schuler, president of the CCCSIA, advised that the group met in Fresno at the state basketball championships and they are making sure that there is a sports information representative at every championship. They are also working with the COA on the U S Bank Male and Female Athlete of the Month project and he encouraged all to submit nominations this month. The group is also working with sports association to ensure a standard for stats and rosters across the state. Mr. Schuler noted that while Mr. Carter reminds them that the athletic programs are the windows to the institutions, the sports information personnel are here to open those windows.

## H. SUBCOMMITTEE REPORTS

Management Council Chair Jean Snuggs pointed out two areas of interest for which subcommittees may need to be formed. One area pertains to eligibility and bringing the *Constitution and Bylaws* up-to-date to conform with compressed calendars and the variety of methods of class presentations today. The Constitution Committee has created a committee to work on this and once a draft has been written, input from membership will be solicited. The other issue is

hosting and that section of the *Constitution and Bylaws* needs to address the problems that occur periodically if a school doesn't follow through, show up or meet deadlines. This issue is an agenda item of the conference commissioners at their next meeting.

## **1. Postconference Competition Review Committee**

Chair Ann Heck reported that the committee discussed the Form 5s submitted and also the legislative proposal of changing the Post-Conference Review Committee (PCRC) to a standing committee of the Management Council and created a list of suggestions on how the committee should be structured and noting that the committee has other responsibilities in addition to review of legislation. A more detailed explanation of those types of duties will be presented at the next legislative process. Ms. Heck applauded the committee for its commitment to its areas of responsibility and all that it has accomplished and added that the next meeting will be at the CCCADA convention in June.

Management Council Chair Jean Snuggs mentioned that the committee should be prepared to propose at the June meeting a structure to determine who will actually be on this new PCRC which will be comprised of athletic directors that are Management Council members and non-members.

## **2. Site Selection/Festival Advisory Committee**

Susan Yates provided background of the creation of these committees and pointed out that in 2004 discussions of the festival concept began. The inaugural festival was held in Fresno with events starting in November 2005. The final analysis has not yet been completed but thus far it appears that there was more financial gain, greater attendance, and more involvement from the sport coaches than ever before.

Ms. Yates reviewed the issues of each championship and noted that they are already being addressed for the next fall festival. Having the site selected two years in advance is very beneficial and she asked what the Management Council would charge the committee to do from this point on. It was suggested that there will be some change in personnel for the next festival and the committee will be able to provide continuity, build upon the experience of the first festival, and ensure that communications keep the flow of the festival going. Ms. Snuggs recommended that the committee determine what and how we evaluate to provide guidance as to how decisions should be made.

Management Council Chair Jean Snuggs recommended the formation of two new ad hoc committees of the Management Council. First is a committee to analyze the structure of the Management Council with particular attention to the term of the chair, consideration of having an assistant chair, and the process of selecting those people. She suggested that those that have served as chairs in the past (Bruce

Werner, Ellie Bewley, John Keever, Jean Snuggs, and Jim Sartoris) meet in June to draft legislative proposals addressing this issue. Creation of the ad hoc committee was approved by Management Council members.

The need for the second ad hoc committee came out of the Management Council sport representatives and the sports coaches' association meeting held in March. This committee will review the decorum policy and look at the needs of the individual sports, the intent being to strengthen the decorum policy. The committee will have co-chairs from the Management Council (Jerry White) and CCCSCA (Lisa Davis) and members will include Rick Anderson, Fran Babich, Bob Clement, Rich Kollen, Kim Lester, Paul Moore, and Dale Murray. The committee will report back to the Management Council in the fall as to the process it will use to update the decorum policy.

## I. LEGISLATIVE ITEMS

Management Council Chair Jean Snuggs reviewed the role of Management Council with regard to legislation. The Management Council will review the policy items and forward the votes and comments on to the Board for final decision. Her plan is to deal with the policy items docketed for second reading and emergency items only. First reading will be voted on at the second reading. The operational issues will be discussed this time sport-by sport, she will ask if there are any items to be discussed, if so, those items will be pulled and the Management Council will vote on the other items first. The policy items will be voted on individually and a report on the votes of those items will be forwarded to the Board as well.

A re-cap of those votes *by the Management Council\** is as follows and will be reported to the Board.

### Policy Items - 2<sup>nd</sup> reading

Policy Item 1 - pass

Policy Item 2 - pass

### Policy Items - 1<sup>st</sup> reading *Changed to Emergency*

Policy Item 1 - pass

Policy Item 2 - pass

### Policy Items - Submitted as emergency

Policy Item 4 - pass

Policy Item 5 - pass

Policy Item 6 - pass

## Operational Items

Operation Item 1 - pass	Operation Item 23 - withdrawn
Operation Item 2 - pass	Operation Item 24 - pass w/amend
Operation Item 3 - pass	Operation Item 25 - pass
Operation Item 4 - pass	Operation Item 26 - pass
Operation Item 5 - pass	Operation Item 27 - pass
Operation Item 6 - pass	Operation Item 28 - pass
Operation Item 7 - pass	Operation Item 29 - pass
Operation Item 8 - pass	Operation Item 30 - pass
Operation Item 9 - pass	Operation Item 31 - pass
Operation Item 10 - pass	Operation Item 32 - withdrawn
Operation Item 11- pass	Operation Item 33 - withdrawn
Operation Item 12 - pass	Operation Item 34 - withdrawn
Operation Item 13 - pass	Operation Item 35 - fail
Operation Item 14 - pass	Operation Item 36 - pass
Operation Item 15 - pass	Operation Item 37 - pass
Operation Item 16 - pass	Operation Item 38 - pass
Operation Item 17 - pass	Operation Item 39 - N/A
Operation Item 18 - withdrawn	Operation Item 40 - pass
Operation Item 19 - pass w/amend	Operation Item 41 - pass
Operation Item 20 - pass	Operation Item 42 - pass
Operation Item 21 - pass	Operation Item 43 - pass
Operation Item 22 - pass	

*\*The final results of this legislation is recorded in the April 7, 2006, meeting minutes of the COA Board and may be viewed at:  
[http://www.coasports.org/meetings/board\\_mins040706.pdf](http://www.coasports.org/meetings/board_mins040706.pdf).*

## **J. OTHER**

Wrestling representative Bob Mariucci reported that Lassen College will be participating in the COA sport of wrestling again and West Hills College at Lemoore added has added wrestling. These additions will put 13 teams in north and 10 in the south. Therefore, it was recommended that Cuesta College move to the south for regionals. This proposal will be made next fall with emergency legislation which would only affect post-conference competition for the upcoming fall.

Tennis Coaches Association president Terry Coblenz requested a one time exception to Section 6.2.A of the Tennis Sport Guide reporting that the women coaches of the north would like to move the first round of their Dual Team Regionals back one

week, from April 11 to April 18. It was moved, seconded, and the motion carried (MSC) to approve this one-time request.

## **K. DONATIONSINK.COM PRESENTATION**

Executive Director Carlyle Carter introduced Alan English of DonationsInk.com, one of the COA's corporate partners since 2005. Mr. English provided an informational packet to attendees and gave an overview of the company and explained how California community colleges can participate and earn money for the institutions. He also reviewed a new phase called Inkagain.org where colleges and companies have the opportunity to receive a free cartridge when they purchase a cartridge, and a monetary donation goes to the college. The company is also working with an organization called Project Cure whose mission is to collect unused medical equipment, sort it, and to send it off to developing countries. DonationsInk.com provides an excellent fundraising tool as well as being a socially responsible, environmentally friendly company.

Mr. Carter advised that Mike Noble from the COA's newest corporate partner, Sprinturf, will give a presentation at the Diamond Social.

## **L. ADJOURNMENT**

There being no further business to come before the Management Council, the meeting was adjourned at 4:07PM.

Respectfully submitted,

Carlyle Carter  
Executive Director