



COMMISSION ON ATHLETICS BOARD

MINUTES

AUGUST 28, 2009

*CCC Conference Call
10:15AM – 2:15PM*

A. CALL TO ORDER Kathleen Hodge, Chair

The meeting was called to order by Chair Kathleen Hodge at 10:16AM.

Board members present:

Rosa Carlson, Ned Doffoney, Dave Evans, Thomas Fallo, Jackie Fisher, Sr., Gary Lewis, Logan McKechnie, Pamela Walker, and McKinley Williams.

Unable to attend: Dave Bolt, Robert Deegan, Brian King, and Richard Rose.

Others present: Carlyle Carter, Debra Wheeler, George Mategakis, and Rina Kasim.

B. ADDITIONS TO AGENDA Kathleen Hodge

None.

C. APPROVAL OF MINUTES for April 3, 2009 Kathleen Hodge

It was **MSC** to approve the June 3, 2009, COA Board meeting minutes as submitted. Meeting minutes are available on the COA/CCCAA website at <http://www.coasports.org/meeting.asp>

D. PUBLIC COMMENTS

None.

E. REPORTS

1. **COA Board Chair Kathleen Hodge** had no report.

2. **Executive Director Carlyle Carter**

- ❖ Information on State Budget Crisis: The Association has been closely monitoring any CCC physical education related issues through the state legislative activities, news reports, and updates from the League and Chancellor's office. Important news and/or updates were either posted online or emailed to the membership. The COA office has also conducted an

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informational campaign to the different minority caucuses within the legislature and participated in a few media interviews (i.e. Southern California Public Radio-KPCC, KCBS San Francisco and LA Times) to discuss the budget crisis and potential impact on physical education and athletic programs. Executive Director Carter believes that, with the CCC sports information personnel's assistance, the Association will continue to improve the promotion of CCC physical education and athletic programs and get more information out to the public.

- ❖ Educational Publications: College of the Canyons Chancellor, Diane Van Hook published a document in 1995 entitled, "What Does Every CEO Need to Know About Athletics?" The Association updated the document and re-distributed to all CCC presidents. Some positive feedback has been received.
- ❖ National Involvement: Together, the COA/CCCAA and CCCADA continue to have a significant presence in both NATYCAA and NACDA (professional athletic administrator organizations). Mr. Carter stated that, being one of the founding members, it is gratifying to see the increase in the involvement of a professional organization that is designed specifically for two-year college athletic administrators. Mr. Carter reported that the COA/CCCAA has received a commitment from Bernard Franklin (senior VP of NCAA) and support from Daniel Guerrero (athletic director of UCLA and chair of NCAA D-I Men's Basketball Committee) and Joe Castiglione (athletic director of University of Oklahoma and chair of NCAA D-I Football Academic Progress Rate Working Group) to further involve members from the two-year sector in addressing academic reform.
- ❖ Compliance Effort: COA Director of Membership Services Debra Wheeler has taken on the online compliance exam project and has done a great job thus far. In an effort to improve COA/CCCAA Constitution and Bylaws knowledge/compliance, the exam is designed specifically for commissioners, athletic directors, coaches, and other staff within the CCC athletic system. A total of 270 questions have been compiled for this exam, with questions grouped by topic and randomly drawn from each topic so that each test will be tailored to the responsibilities of the position of the person taking the test. Currently, it is not a requirement to take the exam. However, a proposal may come forward that would include the exam as a part of the R-2 process.
- ❖ Cost Containment: CCCAA Director of Championships George Mategakis produced and distributed a detailed financial analysis of CCCAA championships. Information provided will be used to review how CCCAA championships operate and taken into consideration when developing cost containment recommendations. A cost containment meeting will be held on September 24 and 25, 2009, in Ontario.
- ❖ 2009-2010 Publications: The 2009-2010 Championship Handbooks and Constitution & Bylaws are available online. The COA/CCCAA office has distributed copies of the 2009-10 publications to the COA/CCCAA membership. A publication order form is also available online for those who wish to purchase additional copies.
- ❖ Online Form 3 System: Upon returning from the summer break, many users have reported that they did not remember their Form 3 passwords and had forgotten how to use the online system. Mr. Carter reminded members to take the opportunity to review and/or relearn the system via the online tutorial.

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- ❖ Dropped Sports: Mr. Carter reported that there have been 26 sport programs dropped thus far. If the anticipated mid-year “cuts” occurs, spring sports may be significantly impacted. In an effort to help the CCCAA membership stay in compliance with Title IX, the COA/CCCAA office sent out an email to commissioners early this summer. Commissioners were advised to caution members that women’s sports and Title IX should be taken into consideration when dropping sports. The COA/CCCAA office also plans to send out a letter to college presidents with a reminder regarding Title IX compliance.
- ❖ COA/CCCAA Fall Meetings: The COA/CCCAA office is working together with the affiliate organizations to develop agendas with greater focus on cost containment for the meetings to be held during the COA/CCCAA Fall Conference, October 28-30, 2009.

3. CCCAA Management Council Chair Dave Evans

- ❖ Recognition: Management Council (MC) Chair Dave Evans thanked Carlyle Carter for his hard work and continued efforts to make the Association’s presence recognized at the national level. This includes his efforts of communicating with Bernard Franklin, Daniel Guerrero, and Joe Castiglione and getting their involvement in and support of the CCC athletics. MC Chair Dave Evans also thanked COA/CCCAA office staff for their work and assistance in dealing with the budget issues.
- ❖ MC Cost Containment Meeting: The September 24-25, 2009, Cost Containment Meeting will include the Competition Committee and Postconference Competition Review Committee (PCRC) members. The main focus of this meeting will be to discuss budget issues pertaining to PE and intercollegiate athletics. MC Vice Chair Jim Forkum conducted several Competition Committee conference calls during the summer. In these meetings, the Competition Committee reviewed cost containment recommendations submitted earlier this year and discussed additional proposals. The MC is planning to develop a cost containment tool kit for the MC members to take back and share with the CCCADA and their campuses. Recommendations will be presented to the COA Board for review and approval at the COA/CCCAA Fall Conference.
- ❖ Conferencing Committees: Much work has been done through the conferencing committees. The committees are working in the spirit of cost containment, and MC Chair Evans stated that their recommendation to start scheduling via geographical location is a good way to save funds. He also mentioned that Clar Appeldoorn, who had played a big part in the Northern Conferencing Committee, passed away recently. John Woods and Dean Crowley have been co-chairing the Southern Conferencing Committee.

F. COMMITTEE REPORTS

1. **Academic and Athletic Standards Review Committee (AASRC) Chair Dave Bolt** reported (through his letter) that the AASRC participated in a teleconference on July 6, 2009. The AASRC has a firm understanding on the criteria to be used to conduct a study and has agreed to use schools with representatives currently on the AASRC in a “pilot” study. Some pooled data should be available during the upcoming fall term. West Hills College - Lemoore staff has also shown support of this project. Data gathered may be in a reportable format by the end of September. At its next meeting, the AASRC will work on timelines and further discuss how to present the project to the membership. Mr. Carter has requested

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cooperation from the Chancellor's Office to gather data, and he will continue update the COA Board.

2. **Awards Committee Chair Pamela Walker** reported that the Committee will convene a teleconference call this summer to bring forward recommendations to improve the awards process.
3. **Finance Committee Chair Thomas Fallo** reported the Committee reviewed the 2008-09 budget in their meeting on Monday, August 24, 2009, and also discussed the proposed 2009-10 budget. It was **MSC** to adopt the proposed 2009-10 budget as presented and to note that the COA Board will amend the budget as updates are received throughout the year.
4. **Constitution Committee Chair Jackie Fisher, Sr.**, had no report. Mr. Carter quoted Constitution Article 3.2. M. He requested that the Constitution Committee review the stated roles and responsibilities of COA executive director in order to clarify ambiguities and resolve conflicting language. Chair Fisher stated that the Committee will have a teleconference call to discuss this issue.
5. **Policy Committee Chair Ned Doffoney** had no report.

G. REVIEW OF COA BOARD, CCCAA MANAGEMENT COUNCIL, AND COMMITTEE ROSTERS

COA Board Committee Membership (See Roster)

1. COA Board – It was **MSC** to approve the appointment of Santa Barbara City College President Andreea Serban to serve on the COA Board representing the Western State Conference.
2. Disabilities Appeals Board – It was **MSC** to approve the appointment of Cosumnes River College Assistant Athletic Director Jeanne Calamar to serve on the COA Disabilities Appeals Board.
3. Policy Committee - MC Chair Evans will ask about Orange Empire Conference Commissioner John Keever's availability to serve as a member of the Committee prior to making a recommendation at the October COA Board meeting.

MC and MC Subcommittee Membership (See Roster)

1. Management Council - It was **MSC** to approve the appointment of Fresno City College Athletic Director Susan Yates as the CCC Athletic Directors Association's representative on the Management Council.
2. Competition Committee - It was **MSC** to approve the appointments of Orange Empire Conference Commissioner John Keever, Rio Hondo College Dean/Athletic Director Rory Natividad, and Contra Costa College President McKinley Williams to serve on the Competition Committee.
3. Postconference Competition Review Committee - It was **MSC** to approve the appointment of Ventura College Dean of PE/Athletics Tim Harrison to serve on the PCRC.

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H. OLD BUSINESS

1. Request for a Redefinition of Cerro Coso Community College's First Contact Contiguous Recruiting Area (Bylaw 2.3.C)

It was **MSFAILED** (with three abstentions) to approve the request for a redefinition of Cerro Coso Community College's first contact contiguous recruiting area (Bylaw 2.3.C). Please refer to the CCGIS for a detailed map of district boundaries.

2. Institutional Program Review

The COA Board reviewed a letter addressed to Foothill Conference Commissioner Dean Crowley sent by Mt. San Jacinto College Superintendent/President Roger Schultz requesting a temporary postponement of the CCCAA Program Review for all nine Foothill Conference member colleges. As there was no request made directly to the COA Board, the item was not actionable. The Board moved to table the item.

3. Mendocino College Out-of-State Clarification

During the April 3, 2009, COA Board meeting, the COA Board approved Mendocino College's request for an out-of-state recruiting waiver. It is the understanding of the Board that Mendocino College has decided not to exercise the request due to conflict with the Bay Valley Conference's mission statement. No action was taken by the Board for this item.

4. The "Haka" Decorum

A request for interpretation regarding the performance of the Haka at CCCAA events and whether or not it constitutes a decorum violation was submitted to the Constitution Committee. The decision of the Committee identified the performance of the Haka as a decorum violation with all of the provisions of the associated penalties to be enacted. Event managers will be responsible for enforcing the violations with immediate ejection of the participants. Performance of the Haka shall be considered a strike as well as for the participants represented by the performers, and those participants would serve a suspension for the next contest. Any additional offense during the year would result in suspension for the remainder of the year. No action was taken by the Board for this item.

I. NEW BUSINESS

1. Irvine Valley and Saddleback Colleges: Request for Application of Bylaw 1.9.7.

It was **MSC** to approve the requests of Irvine Valley College and Saddleback College for application of Bylaw 1.9.7. as stated in their letter.

2. Baseball Cost Containment

Please see supplements for Form 5s submitted by CCCBCA President Paul Moore for baseball cost containment. It was **MSC** to approve both policy change requests. The Board recommended that all cost containment-related issues be considered as a three-year proposal. MC Chair Evans was asked to pass the message on to the MC members and subcommittees.

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3. Management Review of Lassen College

The Chancellor's Office has conducted a management review of the Lassen Community College District and found violations to the COA/CCCAA policy. It was MSC to authorize COA Executive Director Carlyle Carter to contact the Lassen College President and to provide necessary assistance to get the college back on track. It was also MSC to approve any appropriate expenses incurred by the COA executive director to provide this assistance to Lassen College.

4. Santa Barbara City College Football Violations

It was MSC to request that COA Executive Director Carlyle Carter consult with conference commissioners (both north and south-not contiguous) to review past infraction cases for similar violations/severity and assessed penalties, and to provide recommendations to the Board prior to its October meeting. In addition, COA Executive Director will contact Santa Barbara City College President to inform her of current situation regarding the case and also inquire as to any personnel actions resulting from involvement in the infractions.

J. FUTURE MEETING DATES

1. Friday, October 30, 2009 – in conjunction with the COA/CCCAA 2009 Fall Conference, Crowne Plaza Hotel, SFO – October 28-30, 2009
2. *Wednesday, February 17, 2010 – ACCCA Conference, San Francisco or conference call
3. Friday, April 2, 2010 – in conjunction with the COA/CCCAA 13th Annual Convention, Doubletree Hotel, Ontario – March 30-April 2, 2010
4. Thursday, June 17, 2010 (10:15AM- 2:15PM) – COA, Sacramento

** to be decided at the October Fall Conference.*

K. ANNOUNCEMENTS

None.

L. FUTURE AGENDA ITEMS

None.

M. ADJOURNMENT

The meeting was adjourned at 2:15PM.



POLICY CHANGE REQUEST

FORM 5
SIDE A

Proposal FOR OFFICE USE ONLY: Number _____

Review Constitution Article 7. Provide *in detail* the prescribed information. Use additional pages if needed. This material must be submitted electronically, with a signed copy faxed or mailed to the Executive Director by September 1 or February 1.

Paul Moore _____ CCCBCA _____ July 6, 2009
 Name of Originator For (College/Conference/Sport/Affiliate Organization) Date

Effective Date: Emergency July 1, (Year) _____ Other Jan 1, 2010

Cost Containment Sport Championship
 Article # Only _____ Bylaw # _____ Handbook # 1.3.2.C, 1.3.3.E

Proposed Revisions (Show *existing wording* with proposed **additions / deletions**):

1.3.2.C. & 1.3.3.E Game times may be altered with consultation of coaches, event managers and CCCBCA President, CCCAA Baseball Rep and CCCAA Office for the potential of saving money for traveling teams.

Intent (Briefly state *how* the proposal will *improve/benefit* the current regulation):

Less lodging and meal expenses.

Rationale (Briefly state *why* the change is needed):

Later game times may allow a team to arrive day of game rather than day before the game. Earlier start times on second day of super-regionals could result in savings with hotels because it is an elimination day for two teams.

Impact Regarding Gender Equity:

None

Provide Financial Impact and Signatures on Reverse (Side B)



POLICY CHANGE REQUEST

FORM 5
SIDE B

Financial Impact (use additional pages if necessary)

- If affecting event budget:** Provide *existing budget* and *budget for proposal* (include team/personnel travel expenses, equipment, facilities, etc.)
- If affecting college budget:** Provide *dollar amount increases/decreases by category*, i.e., change in required personnel, equipment, facilities, etc.

Regionals one nights lodging and meals could save \$1700 per college.
Super Regionals first game on second day team eliminated could save all lodging cost for that day.

Signatures

Originator

President/Commissioner

For: College / Conference / Sport Coaches
Association / Affiliate Organization

CCCAA Sport Representative

If applicable



POLICY CHANGE REQUEST

FORM 5
SIDE A

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Paul Moore _____ CCCBCA _____ July 6, 2009
 Name of Originator For (College/Conference/Sport/Affiliate Organization) Date

Effective Date: Emergency July 1, (Year) _____ Other Jan 1, 2010

Cost Containment _____ Sport Championship Handbook # _____
 Article # Only _____ Bylaw # 3.11 _____

Proposed Revisions (Show *existing wording* with proposed **additions** / **deletions**):

Game/meet/match may begin: ~~Jan 27*~~ Feb 3*
 Conference competition ends: ~~4 Saturdays prior to Memorial Day~~ 5 Saturdays before Memorial Day
 Post Conference Ends: ~~Memorial Day~~ SUNDAY, WEEKEND PRIOR TO MEMORIAL DAY WEEKEND

Intent (Briefly state *how* the proposal will *improve/benefit* the current regulation):

Shorten the season by one week on both ends of the regular season to make length of season more compatible with number of games played. Fewer weeks means fewer hours for all staff.

Rationale (Briefly state *why* the change is needed):

Cost containment reductions has reduced the number of games played by the equivalent of two and one half weeks. To remain with the same schedule as with a full compliment of games would change the competitive nature of the sport. Keeping Jan 27th as start date of games would result in college's having five weeks to play eight or nine games. That is basically two games a week. Conference and post conference require three games a week. For the years 2010, 2011 & 2012 this proposal would result in a 13 week regular season instead of a fifteen week. Playing a five week non-conference schedule will allow teams to compete with only two starting pitchers. This will show up in seeding criteria as unreliable data. Making the non conference season only four weeks will eliminate this issue.

Impact Regarding Gender Equity:

Provide Financial Impact and Signatures on Reverse (Side B)

None

Provide Financial Impact and Signatures on Reverse (Side B)



POLICY CHANGE REQUEST

FORM 5
SIDE B

Financial Impact (use additional pages if necessary)

- If affecting event budget:** Provide *existing budget* and *budget for proposal* (include team/personnel travel expenses, equipment, facilities, etc.)
- If affecting college budget:** Provide *dollar amount increases/decreases by category*, i.e., change in required personnel, equipment, facilities, etc.

Reducing the regular season by two weeks will save some money in staffing on a school by school basis.

Signatures

Originator

President/Commissioner

For: College / Conference / Sport Coaches
Association / Affiliate Organization

CCCAA Sport Representative

If applicable