

COA BOARD

MEETING MINUTES

October 19, 2007

Crowne Plaza Hotel, SFO, Burlingame, CA

A. WELCOME AND CALL TO ORDER

Chair Stan Arterberry called the meeting to order at 8:00AM at which time a quorum was established and set for the entire meeting. Members present were Michael Bagley, Robin Calote, Robert Deegan, Thomas Fallo, Jackie Fisher, Sr., Gary Lewis, Tony Lipold, Logan McKechnie, and Francisco Rodriguez. Helen Benjamin, Ned Doffoney, Kathleen Hodge, Steven Kinsella, and Lise Telson were unable to attend. Others in attendance were Carlyle Carter, Debra Wheeler, and Judy Centlivre.

B. ADDITIONS TO AGENDA

None.

C. REVIEW OF AUGUST 29, 2007, MINUTES

It was moved, seconded, and the motion carried (MSC), to approve the August 29, 2007, meeting minutes. These are available on the COA website at http://www.coasports.org/meetings/board_mins082907.pdf.

D. PUBLIC COMMENTS

Jean Snuggs, Dean/Athletic Director, at American River College requested information on a timeline or plan to evaluate the success of the out-of-season competition. Executive Director Carlyle Carter reported that staff will be working with the Competition Committee to draft the parameters that will be used in the survey which will be disseminated to college presidents, athletic directors, and coaches providing the tools to assess the nontraditional season of sport. The draft of the survey will be presented to the Board at its February meeting.

Mission Football Conference Commissioner T. Mark Johnson commented that the formation of the Southern California Football Association is progressing and Carlyle Carter noted that a report prepared by Jim Sartoris has been distributed to the Board.

E. REPORTS

1. **COA Board Chair Stan Arterberry** thanked everyone for attending the meeting and acknowledged some of the positive remarks that he has received from the membership, particularly with regard to communication and flow of information within the organization.

2. **Executive Director Carlyle Carter** distributed a written report of ongoing activities and new projects of the COA/CCCAA office. He briefly discussed each item. Highlights included facilitation and implementation of the nontraditional season of sport, the recent restructure of the organization - redefining the role of the Management Council and streamlining the role of the Commission, evaluating the structure of the COA office and preparing to fill the vacant position, monitoring and reviewing the COA budget, and review of postconference competition. Efforts continue to refine the legislative process, establish ways to engage the membership and stress the importance of compliance with the *Constitution and Bylaws*. Mr. Carter indicated that he will represent the COA/CCCAA at upcoming NCAA events and has been asked to attend the N4A Two-Year Committee meeting next February. He continues to work with the NCAA in an attempt to provide accommodation for remediation. Work continues in the review of the system-wide sports information deficiencies, and enhance marketing efforts to promote the CCCAA, noting that the new website is up and running, formatted for easier access of information. Mr. Carter reported that the COA was recently awarded the Women In Sports Foundation 2007 Billie Jean King Award due to the passage of legislation in 2006-07 promoting gender equity and membership compliance with Title IX continues to be a priority.
3. **Management Council Chair Tony Lipold** reported that the Management Council orientation and planning session was well attended and much was accomplished. The session was followed by a joint summit of the Management Council sport representatives and the sport coaches association presidents. The Management Council heard reports from the council members then discussed and voted on the proposed legislation. Mr. Lipold reviewed the recommendations the Management Council made with regard to the policy items and reported the votes on the operational items.

F. BOARD COMMITTEE REPORTS

1. Academic and Athletic Standards Review Committee – Chair Michael Bagley of the newly formed committee stated that information to be collected by this committee has been studied for quite some time and the hope is to put the data in the form of a report that will be useful to all. A primary focus will be the studies on the number of total units in season and out of season for athletes vs. non-athletes. Dr. Bagley encouraged the membership to contact him with ideas. Executive Director Carlyle Carter reported that he has discussed with Chair Bagley and the chair of the Management Council to expand this committee to include two additional members which would be appointed by the Management Council. The Board's approval was requested however no action was taken at this time.
2. Awards Committee – No report at this time.
2. Finance Committee – Chair Thomas Fallo stated that the committee has not met since the adoption of the final budget at the August 29 meeting. A September 30 status report was distributed.
3. Constitution Committee – Chair Jackie Fisher, Sr. held an impromptu committee meeting after the open forums yesterday to review some of the changes proposed. The issue of establishing fees was discussed and the committee is recommending that dollar amounts be

omitted from all legislation. The committee agrees to the establishment of fees but suggests that a dollar amount not be including so as to not have to make the change every year.

4. Gender Equity Committee – Interim Chair Francisco Rodriguez advised that he has reviewed the proposed legislation and concurs with the assessments with regard to gender equity as well as the committees’ analysis. He also reported on discussions with Executive Director Carlyle Carter regarding the possibility of having this committee come under the purview of the Management Council as a standing committee. Mr. Carter explained the scenario and indicated that Chair Rodriguez and Management Council Chair Tony Lipold concur with the proposal. The Board approved Dr. Rodriguez’s request and the Gender Equity Committee will become a standing committee of the Management Council effective immediately.
5. Policy Committee – Executive Director Carlyle Carter chaired the committee in the absence of Dr. Ned Doffoney and reported the committee’s votes and recommendations to the Board. A full report of the policy and operational votes is shown in Item G. Legislation below.

G. LEGISLATION

1. Policy Items

Policy Items a-m: Emergency (*Action items require ¾ vote to approve*)

- a. **P-16-F06**, *Emergency*, Bylaw 6.16.1-13: Corrects medical guideline information and names certification board. **PASS**
- b. **P-17-F06**, *Emergency*, Bylaw 6.16.14: Addresses reimbursement for athletic trainers. **PASS, AS AMENDED**
- c. **P-18-F06**, *Emergency*, Bylaw 9.1: Updates medical guidelines and establishes minimum level of care. **PASS**
- d. **P-19-F06**, *Emergency*, Bylaw 9.2: Clarifies athletic training coverage and responsibilities. **PASS, AS AMENDED**
- e. **P-20-F06**, *Emergency*, Bylaw 9.3: Provides description of athletic training services and minimum guidelines. **PASS, AS AMENDED**
- f. **P-21-F06**, *Emergency*, Bylaw 9.4: Provides current requirements for blood borne pathogens. **PASS**
- g. **P-22-F06**, *Emergency*, Bylaw 9.5: Clarifies catastrophic injury management procedures. **PASS**
- h. **P-1-F07**, *Emergency*, Bylaw 4.3.1.H: Clarifies decorum rule for baseball ejections. **FAIL**
- i. **P-2-F07**, *Emergency*, Bylaw 4.3.H.1: Reporting form prevents participants who have *not* been abusive to also have to be suspended from another contest. **FAIL**

- j. **P-3-F07**, *Emergency*, Basketball Guide 5.4: Increases pay for state championship officials. **PASS, AS AMENDED**
- k. **P-4-F07**, *Emergency*, Softball Guide 3.5.G: Increases pay to include per diem for regional officials. **FAIL**
- l. **P-5-F07**, *Emergency*, Softball Guide 3.5.H: Increases pay for state championship officials. **FAIL**
- m. **P-6-F07**, *Emergency*, Bylaw 3.17.2.G, Track & Field: Allows elite student athletes to compete at the national level. **PASS**

Policy Item n: Item withdrawn by originator

- n. **P-26-S07**, *Withdrawn by originator*

Policy Item o: Item is 2nd Reading (*Action items require majority vote to approve*)

- o. **P-28-S07**, *Action*, Bylaw 5.6: Provides structure and regulation to hosting process. **PASS, AS AMENDED**

Policy Items p-r: Items in 1st Reading (*Information*)

- p. **P-7-F07**, *1st Reading*, Bylaw 1.3.3: Provides options for student athletes with varying educational goals. **PASS, AS AMENDED**
- q. **P-8-F07**, *1st Reading*, Bylaw 1.6.1.D: Provides options for student athletes with varying educational goals. **PASS, AS AMENDED**
- r. **P-9-F07**, *1st Reading*, Bylaw 6.1.1.2: Limits postconference competition to provide minimum disruption of academic programs. **FAIL**

2. Operational Items

- a. **O-1-F07**, *Emergency*, Baseball Guide 4.3.B: Provides better distribution of CCCBCA executive committee members in both seeding meetings. **PASS**
- b. **O-2-F07**, *Emergency*, Baseball Guide 4.3.C: Places more emphasis on RPI in seeding criteria and eliminates redundancy. **PASS**
- c. **O-3-F07**, *Emergency*, Baseball Guide 4.3.D.2.c: Promotes use of all criteria for all seeded teams. **PASS**
- d. **O-4-F07**, *Emergency*, Baseball Guide 4.3.E.3: Considers non-conference opponents in tie-breaking procedure. **PASS**
- e. **O-5-F07**, *Emergency*, Baseball Guide 4.3.E.5-6: Replaces won/loss record with winning percentage. **PASS**

- f. **O-6-F07**, *Emergency*, Baseball Guide 5.1.D.3: Allows for cost control (reducing overnight stays). **PASS**
- g. **O-7-F07**, *Emergency*, Basketball Guide 4.2.M.B: Allows past president to chair seeding meeting. **WITHDRAWN BY ORIGINATOR**
- h. **O-8-F07**, *Emergency*, Basketball Guide, 4.2.W Area I: Clarifies that only games vs. California community colleges are included in seeding criteria, as well as how RPI works. **PASS**
- i. **O-9-F07**, *Emergency*, Basketball Guide, Appendix-Scorecard, Women's: Clarifies that only games vs. California community colleges are included in seeding criteria. **PASS**
- j. **O-10-F07**, *Emergency*, Basketball Guide, Appendix-Fact Sheet, Women's: Provides appropriate headings and consistent language. **PASS**
- k. **O-11-F07**, *Emergency*, Basketball Guide, Appendix-Team RPI Explanation, Women's: Provides clearer explanation of RPI. **PASS**
- l. **O-12-F07**, *Emergency*, Basketball Guide 4.5.W.A-C&F: Clarifies dates for coordination of officials' selection. **PASS**
- m. **O-13-F07**, *Emergency*, Bylaw 2.9, Football: Moves section regarding football all-star games from Football Guide to Bylaw 2.9. **PASS, AS AMENDED**
- n. **O-14-F07**, *Emergency*, Men's Golf Guide 4.2.B.1: Provides consistency in postconference competition selection process for North and South. **Pass**
- o. **O-15-F07**, *Emergency*, Men's Golf Guide 6.1.B: Gives tournament director responsibility for start times and pairing sheet. **PASS**
- p. **O-16-F07**, *Emergency*, Softball Guide 3.4.E & 4.6.A.5: Updating procedures to reflect new format. **PASS**
- q. **O-17-F07**, *Emergency*, Softball Guide 3.5.F: Creates continuity throughout postconference competition regarding use of officials. **PASS**
- r. **O-18-F07**, *Emergency*, Softball Guide 3.6.B-C: Changes deadline for Site Agreement Form from April 1 to day of seeding meeting. **PASS**
- s. **O-19-F07**, *Emergency*, Softball Guide 4.4: Holds teams accountable for completing scheduled games. **FAIL**
- t. **O-20-F07**, *Emergency*, Softball Guide 4.6.B.5: Clarifies use of third-base dug out. **PASS**
- u. **O-21-F07**, *Emergency*, Men's Volleyball Guide 4.1.C.6: Reconciles the Men's Volleyball Guide with the conference sport guides. **PASS**

- v. **O-22-F07**, *Emergency*, Women's Volleyball Guide 4.2.G: Improves seeding process by identifying or clarifying specific criteria. **PASS**
- w. **O-23-F07**, *Emergency*, Softball Guide 4.5.D-G: Removes inconsistencies in seeding process. **PASS**

I. OLD BUSINESS

The Board authorized the Management Council to make an appointment for a representative for the sport of Track and Field selecting from the list of nominees that has been submitted by the conferences. It is further authorized that this appointment may take place prior to the annual spring meeting of the COA/CCCAA.

J. FUTURE AGENDA ITEMS

None.

K. ANNOUNCEMENTS

Executive Director Carlyle Carter acknowledged the request to change the venue from the swim and dive championships from Santa Monica College. He indicated that while the Form 5 was not received in a timely manner, a request for change of venue for a championship does not require a Form 5. He stated that the matter of venue would be handled outside of legislative session and it has been determined that the next swim and dive championships will be held at Saddleback College. The date will remain the same as that request would require a Policy Request Change Form 5.

Management Council member and Baseball Coaches Association President Paul Moore advised that there had been some controversy surrounding the Stat Crew software now being used for baseball and explained to the membership how it came about to use this software.

L. FUTURE BOARD MEETINGS

Wednesday, February 20, 2008, ACCCA Conference, Costa Mesa Hilton
Friday, April 4, 2008, COA/CCCAA 11th Annual Spring Convention
Friday, June 27, 2008, COA office, Sacramento

M. ADJOURNMENT

There being no further business, the meeting adjourned at 9:25AM.

Respectfully submitted,

Carlyle Carter
Executive Director