



## BOARD OF DIRECTORS

### AGENDA

OCTOBER 29, 2010

8:00AM – 10:00AM

*Hyatt Regency Irvine*

- A. CALL TO ORDER** .....Jackie Fisher, Sr., Chair
- B. APPROVAL OF THE AGENDA** .....Jackie Fisher, Sr.
- C. APPROVAL OF MINUTES of August 27, 2010**.....Jackie Fisher, Sr.
- D. PUBLIC COMMENTS**  
*(Reserved for persons desiring to address the Board on matters not on the agenda. No action will be taken)*
- E. REPORTS**
1. Board of Directors Chair.....Jackie Fisher, Sr.
  2. Executive Director of Board of Directors ..... Carlyle Carter
  3. Management Council Representative ..... Dave Evans
- F. COMMITTEE REPORTS**
1. Academic and Athletic Standards Review Committee.....Dave Bolt
  2. Awards Committee .....Pam Walker
  3. Finance Committee ..... Thomas Fallo
  4. Constitution Committee .....
  5. Policy Committee .....Andrea Serban
  6. Cost Containment Committee ..... McKinley Williams

**CCCAA BOARD OF DIRECTORS AGENDA**

**OCTOBER 29, 2010**

**G. REVIEW OF COMMITTEE ROSTER ..... Carlyle Carter**

**1. Board of Directors Committee Membership**

Awards Committee – one (1) vacancy

**2. Management Council Committee Membership**

Postconference Competition Review Committee – (additional members?)

**H. OLD BUSINESS**

**1. Survey on Timeliness for Educational Plan..... Dave Evans**

**2. Executive Director Goals for the 2010-11 Year (Revised)..... Carlyle Carter**

**3. 2010-11 Board Goals**

**I. NEW BUSINESS**

**1. Napa-Solano Athletic Agreement**

**(Bay Valley Conference – please see supplement) ..... Carlyle Carter**

**J. TENTATIVE FUTURE MEETING DATES**

Wednesday, February 23, 2011 (10:00AM – 2:00PM) – ACCCA Conference, The Westin, Long Beach, or conference call

Friday, April 1, 2011 (8:00AM – 10:30AM) – in conjunction with the CCCAA 14th Annual Convention, Marriott San Mateo - March 28- April 1, 2011

Thursday, June 10, 2011 (10:15AM – 2:15PM) – CCCAA Office, Sacramento

**K. ANNOUNCEMENTS**

**L. FUTURE AGENDA ITEMS**

**M. ADJOURNMENT**

## California Community College Athletic Association

Executive Director goals for the 2010-11 year:

- 1) Complete the development of a system-wide academic performance report to establish a baseline for academic standards and eligibility decision-making.
  - a) Engage and work with California Partnership for Achieving Academic Success (Cal-PASS) in design of instrument to gather and report data
  - b) Utilize Academic and Athletic Standards Review Committee (AASRC) to monitor and provide guidance and feedback as project moves forward.
  - c) Continue to work with the NCAA Two-Year Relations Panel, monitor NCAA academic reform and possible revision of two-year transfer requirements.
- 2) Establish additional leadership opportunities in which Management Council will be able to resolve ongoing issues of the CCCAA.
  - a) Provide additional meeting opportunities for focused attention on issues of the Association
  - b) Provide task monitoring to ensure goals and objectives progress toward desired outcomes
  - c) Communicate with MC leadership regarding the MC goals and initiatives and formulate agendas geared toward task management.
- 3) In conjunction with membership, develop and implement strategic marketing venues that will enhance image of the CCCAA.
  - a) In conjunction with MC (through Director of Membership Services), establish strategies to define Association identity and enhance image.
- 4) Develop and implement contemporary operations of Regional and State Championships
  - a) In conjunction with Director of Championships, evaluate PC operation and recommend areas for greater efficiency and enhanced student athlete experience.
  - b) In conjunction with, the Finance Committee in addressing goal Board Goal to review and revise (if required) Bylaw 8.
- 5) Develop and establish appropriate methods that will promote and protect the Association Brand.
  - a) In conjunction with, all membership and affiliate organizations, change title from COA to CCCAA
  - b) Convert website from COASports.org to CCCAASports.org
- 6) Analyze and implement appropriate methods of communications that will reach intended targets throughout the Association
  - a) Determine ways to identify who (or whom) should be the desired target of communication
  - b) Evaluate (survey) to make sure target specific communications are received

(Revised 10/8/10)

(revised in conjunction with Board Chair 10/11/10)

Carlyle Carter  
COA Executive Director

California Community College Athletic Association  
Board of Directors

**2010-11 Goals**

1. Complete Evaluation of Executive Director as per conditions identified in the employee contract as follows:
  - a. The COA Board shall evaluate and assess the performance of the Executive Director every other year, commencing April 2009. Such evaluation shall relate to the duties and responsibilities of the Chief Administrative and Executive Officer of the COA and CCCAA as well as progress toward annual goals and objectives. The evaluation process shall include input from other appropriate levels of the COA/CCCAA organization as well as an evaluation by each member of the COA Board. The COA Board shall determine the amount of involvement of affiliate groups in the evaluation of the Executive Director. The COA Board evaluation will be prepared in writing and discussed with Employee by the COA Board Chair, or his/her designee. (Full Board)
2. Enhance communication with internal and external stakeholders and audiences to include CCCAA membership and affiliate organizations (as needed), CCLC Board, State Chancellor's Office and State Board of Governors. (ad hoc committee)
3. Review affects of current cost containment policies and pending expiration date (Spring 2012) (Standing Committee on Cost Containment)
4. Develop statewide academic performance reporting mechanism. (Standing AASRC)
5. Revise Bylaw 8 (Commission on Athletics Funds) to comply with standard financial practices. (Standing Finance Committee)
6. Conduct a review and amend and/or propose legislative amendments (as necessary) to the Constitution and Bylaws. (Standing Constitution Committee)



Shirley Baskin, Bay Valley Conference Commissioner • (925) 439-2181, ext. 3211 • Fax: (925) 439-4613 • 2700 East Leland • Pittsburg, CA 94565

Carlyle Carter  
Executive Director  
California Community College Athletic Association  
2017 "O" Street  
Sacramento, CA 95814-5285

September 20, 2010

Dear Carlyle,

Enclosed is the signed agreement from Napa and Solano Colleges of the Bay Valley Conference. This signed agreement has been in existence for many years. On an annual basis, the conference votes upon it in the affirmative. By a vote taken earlier this month, the conference members agreed to extend this agreement for this current year.

The CCCAA Constitution, Bylaw 1.9.7 states that it needs to go before the COA Board. Thus, I am forwarding it to you for Board review. Unfortunately, the colleges are late in requesting this agreement for this year. This has never happened in the past and we will ensure that it does not occur again in the future. We apologize for the lack of timeliness of this correspondence.

Please contact me at (925) 439-2181, ext. 3211 should you need further information. Thank you.

College of Alameda  
Contra Costa College  
Folsom Lake College  
Laney College  
Los Medanos College  
College of Marin  
Mendocino College  
Merritt College  
Napa Valley College  
Solano College  
Yuba College

Sincerely,

Shirley Baskin  
Commissioner

Copy (cover letter only):  
Bob Myers, AD, Solano College  
Kevin Luckey, AD, Napa Valley College  
McKinley Williams, BVC CCCAA Representative



<http://www.solano.edu>

Sept. 2, 2010

Shirley Baskins, Commissioner  
Los Medanos College  
2700 E. Leland Rd.  
Pittsburg, CA 94565-5197

Dear Shirley:

We are requesting an additional yearly approval of the Napa-Solano athletic agreement.

Napa Valley College and Solano College entered into the athletic agreement in 1983. The decision to enter into a partnership was based on the inability of the two colleges to fully fund comprehensive athletic programs. A regional approach was developed with each college hosting viable programs. Below is listed the original breakdown, with updated sports in italics:

- A. **Solano only:**
  - Football
  - Water Polo
  - Women's Soccer
  
- B. **Napa only:**
  - Men's soccer
  - Golf
  - Men's and Women's Tennis
  
- C. **Both:**
  - Volleyball
  - Men's and Women's Swimming and Diving
  - Softball
  - Baseball
  - Men's and Women's Basketball

The Governing Boards of both colleges endorse and support this athletic agreement. It is the intention of the Boards to continue the agreement with yearly review


Please call if we can provide any additional information.

Sincerely,



Jowel Laguerre, Ph.D.  
Superintendent/President

Sincerely,



Edna Baehre, Ph.D.  
Superintendent/President

CC: Kevin Luckey, AD, Napa Valley College  
Bob Myers, AD, Solano College