



**CALIFORNIA COMMUNITY COLLEGE  
ATHLETIC ASSOCIATION**

**MANAGEMENT COUNCIL**

**AGENDA**

*October 28, 2010*

*Hyatt Regency Hotel, Irvine*

**3:15PM—5:45PM**

- A. CALL TO ORDER & INTRODUCTIONS ..... Dave Evans**
- B. ADDITIONS OR CHANGES TO THE AGENDA ..... Dave Evans**
- C. APPROVAL OF MINUTES ..... Dave Evans**
  - 1. April 1, 2010, Meeting Minutes**
  - 2. September 22, 2010, Meeting Minutes**
- D. CCCAA BOARD OF DIRECTORS REPORT ..... Jackie Fisher, Sr.**
- E. CCCAA CEO/PRESIDENT REPORT ..... Carlyle Carter**
- F. CCCAA MC CHAIR UPDATE ..... Dave Evans**
- G. SPORT REPRESENTATIVE REPORTS**
  - 1. Badminton ..... Jim Spillers**
  - 2. Baseball ..... Len Mohney**
  - 3. Men's Basketball ..... Howard Davis**
  - 4. Women's Basketball ..... Ellen O'Connor**
  - 5. Cross Country ..... Kulwant Singh**
  - 6. Football ..... Mark Gritton**
  - 7. Men's Golf ..... Newton Chelette**
  - 8. Women's Golf ..... Dyan Miller**

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- 9. Soccer ..... Debbie Cavion
- 10. Softball ..... Jeanne Calamar
- 11. Swimming ..... Albert Gasparian
- 12. Tennis ..... Mitch Campbell
- 13. Track & Field ..... Joe Jennum
- 14. Men's Volleyball..... Clara Lowden
- 15. Women's Volleyball ..... Andreas Wolf
- 16. Water Polo ..... Connie Sears
- 17. Wrestling..... Jim Forkum

**H. AFFILIATE ORGANIZATION REPORTS**

- 1. CCCADA ..... Susan Yates
- 2. 3C4A..... Javier Renteria
- 3. CCCCA ..... Gary Kollenborn
- 4. 4CA..... Terry Coblantz/Paul Moore
- 5. CCCATA ..... Rory Natividad
- 6. 3CPE..... Kathy McGinnis
  - a. PE Curriculum Standards
  - b. Contact Hours
- 7. CCCSIA ..... Jerry Hannula

**I. MANAGEMENT COUNCIL COMMITTEE REPORTS**

- 1. Competition Committee ..... Jim Forkum
- 2. Gender Equity Committee ..... Diane Henry
  - a. Form R-4 Status
- 3. Postconference Competition Review Committee ..... Newton Chelette
  - a. Event Administration, Professionalism/Adherence to Deadlines
  - b. Item S-12-F10, Soccer Field Dimensions
  - c. Item S-17-F10, Tennis Regional Withdrawals
  - d. Awards (Sport-to-sport Consistency), Bylaws 7.2.4, 7.2.5, and 7.2.6
- 4. Bylaw 2 Review Ad Hoc Committee..... Newton Chelette
- 5. Social Networking Ad Hoc Committee ..... Howard Davis

**CCCAA MANAGEMENT COUNCIL AGENDA**

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- J. OTHER ..... Dave Evans**
  - 1. Continued Cost Containment ..... Jim Forkum**
  - 2. Academic Performance Data Collection ..... Clara Lowden**
  - 3. Branding ..... Len Mohny**
  - 4. Professionalism..... Dave Evans**
- K. ADJOURNMENT ..... Dave Evans**





# MANAGEMENT COUNCIL

## MINUTES

*April 1, 2010*  
*Doubletree Hotel, Ontario CA*  
**3:00PM—5:30PM**

**A. CALL TO ORDER & INTRODUCTIONS ..... Dave Evans**

The April 1, 2010, meeting of the CCCAA Management Council was called to order by Chair Dave Evans. Members in attendance were: Vice Chair James Forkum, Kanoe Bandy, Jeanne Calamar, Debbie Cavion, Newton Chelette, Terry Coblentz, Dean Crowley, Howard Davis, Albert Gasparian, Jerry Hannula, Joe Jennum, Clara Lowden, Kathy McGinnis, Paul Moore, Rory Natividad, Jeff Nelson, Javier Renteria, Kulwant Singh, Dan Smith, Jim Spillers, John Volek, Andreas Wolf, and Susan Yates. Also in attendance were COA Board Chair Jackie Fisher, Sr., and CCCAA CEO/President Carlyle Carter. Unable to attend: Rod Beilby, Mark Robinson, Michael Wilding, and Dyan Miller. Conference Commissioners in attendance were also introduced: Shirley Baskin, Bay Valley Conference; Dale Murray, Coast Conference; John Woods, Pacific Coast Athletic Conference; John Keever, Orange Empire Conference; Jim Sartoris, Southern California Football Association; Phil Maas, Golden Valley Conference; Jerry White, Western State Conference; and Logan McKechnie, Central Valley Conference. Commissioners unable to attend were Mike Liddell, Big 8 Conference; and Gary Kollenborn, Northern California Football Association.

**B. ADDITIONS OR CHANGES TO THE AGENDA ..... Dave Evans**

1. Add: I.4; Statewide Recruiting/Bylaw 2 Committee (Chair, Newton Chelette)
2. Add: K. Other; 1. CCCAA Management Council Membership a) Nominations; b) CCCAA Management Council Vice Chair Selection; and c) CCCAA Management Council Sport Representative Appointments.
3. Add K: Other; 2. Discussion–CCCAA Management Council Business Meeting Schedule: Adjust to Hold Prior to Legislative Session

4. Add K: Other: 3; NATYCAA Golf Tournament

It was moved, seconded, and carried (MSC) to approve the agenda with the above additions.

**C. APPROVAL OF THE OCTOBER 29, 2009, MEETING MINUTES ..... Dave Evans**

It was MSC to approve the October 29, 2009, minutes of the CCCAA Management Council meeting.

**D. CHAIR UPDATE ..... Dave Evans**

Melissa Dawn Johnson of Velvet Suite Marketing met with the CCCAA Management Council in a retreat to provide direction in branding and image development for the CCCAA.

The CCCAA staff: Carlyle Carter, COA Executive Director and CCCAA President/CEO; Debra Wheeler, Director of Membership Services; George Mategakis, Director of Championships; Rina Kasim, Business Operations Specialist; Rima Trotter, Staff Assistant; and Jason Boggs, Assistant Director of Sports Information and Communications; were thanked for their efforts on behalf of the organization. The CCCAA office administered many new firsts this year.

The CCCAA has greatly benefitted from the CCCAA Executive Director's attendance and participation at the NCAA, NATYCA and NACDA meetings.

The Management Council Competition, Gender Equity, and Postconference Competition Review committees were recognized for their hard work on behalf of the CCCAA. The following committee chairs were introduced: Competition Committee Chair Jim Forkum, Gender Equity Committee Chair Diane Henry, and Postconference Competition Review Committee Chair Dan Smith.

A radio broadcast about the NCAA was aired during the meeting. The broadcast reported that the NCAA has stripped scholarships from 17 basketball teams because of poor academic performance of their student athletes in 2006. Last year that number grew to more than 40 teams. According to NCAA research, only half of community college basketball players who transfer to NCAA institutions earn their bachelor's degrees. NCAA colleges are reportedly taking fewer community college transfers to protect their scholarships. The full broadcast may be accessed through:

April Dembosky reports: "NCAA rules hurt some college b-ballers" link:  
<http://marketplace.publicradio.org/display/web/2010/04/01/pm-community-colleges>

KQED Broadcast on Community College Athletes link:  
<http://www.californiareport.org/archive/R201003121630/c>

The new CCCAA Convention Legislative Session process to approve proposed legislation took one and one half hours, which required much less time than the previous process. Having the year to look at and review proposed legislation prior to taking a vote was felt to be more productive. In addition, the new process allows the Management Council more time to address issues and concerns, while placing more responsibility on the CCCAA membership with regard to approving proposed legislation.

The CCCADA officers are looking to the Executive Board, made up of conference representatives, for more voices on issues and decisions.

**E. COA BOARD REPORT ..... Jackie Fisher, Sr.**

Dr. Fisher reported that the COA Board established a Cost Containment and Conferencing Committee chaired by McKinley Williams.

**F. EXECUTIVE DIRECTOR'S REPORT ..... Carlyle Carter**

Executive Director Carter reported a flurry of activity following the State Legislature's attempt to devalue physical education. The legislature has cut community college budgets drastically (\$140 million), pitting department against department as campuses attempt to address that shortfall. Colleges are beginning to drop or suspend sports because of the budget shortfall.

Advocacy on behalf of the CCCAA occurs within the state, as well as nationally at the four-year level within the NCAA. The NCAA is collecting data regarding the academic success of NCAA student athletes, and teams are being given academic progress scores. Lower scores mean fewer opportunities to provide scholarships. Coaches at the four-year level are taking steps to improve their scores, and, in some cases, that means not taking a chance on two-year student athletes who may be highly skilled, but academically questionable.

The CCCAA continues to work with the Two-year Relations Committee and NATYCAA to get CCC student athletes more time for remediation with regard to their participation clock. The Division I Academic Cabinet will be writing legislation related to the data collected by the NCAA. The answer is not additional requirements for eligibility upon transfer.

Significant projects completed this year within the CCCAA office include: the Online Compliance Exam (not to replace the college's compliance workshop); administering the fall CCCAA Conference and Spring Convention; teleconferences with sport coaches association representatives and Management Council sport representatives to plan postconference competition events; updating information on the website—including the conference pages; production of an accurate map depicting CCC district boundaries; and the continued update of the list of high schools within each district (attendees were encouraged to notify staff regarding necessary high school additions/deletions from the lists); continued processing appeals from conference hearing boards through the arbitration panel as needed; meetings with coaches association and conferences upon request; and continuing to provide statistics on the website. There will soon be an infractions report available on the website.

The following nominations from the sport coaches associations through the CCCAA Management Council will be moved forward to the COA Board: Ellen O'Connor, Women's Basketball; Connie Sears, Water Polo; Len Mohney, Baseball; and Mark Gritton, Football. It was noted that there is currently no representation on the CCCAA Management Council from the Golden Valley and Bay Valley conferences.

**G. SPORT REPRESENTATIVE REPORTS**

**1. Badminton ..... Jim Spillers**

Badminton is preparing for the 2010 CCCAA Badminton State Championship to be held May 13 (team) and May 14-15 (individual) at Pasadena City College.

**2. Baseball ..... Rod Beilby**

Paul Moore reported that Management Council Baseball Representative Rod Beilby has not missed a single CCCBCA meeting or state championship during his six-year tenure on the Management Council.

Four pieces of legislation addressing cost containment have been approved by the COA Board. The baseball season was shortened to accommodate a scheduled reduced by eight-games.

Two showcases were held this fall, with one in the north and one in the south.

The 2010 CCCAA Baseball State Championship will be hosted by Fresno City College and held May 21-23. Jerry White will continue as the event manager.

Baseball has changed its Stat Crew reports from once per week last year to now twice per week for non conference games and immediately after every game during conference play. Reports go to the conference statistician.

A new comprehensive umpire evaluation program has been instituted. Each coach is requested to evaluate the umpires after every game. Five statewide coordinators then review the evaluations of umpires and report to the umpires association. If the evaluations indicate that there is a problem with an umpire, then an independent person will go out and observe the situation. Coaches and their teams are also being monitored regarding how they interact with the umpires.

The CCCBCA poll is now being published weekly on the coasports.org website, as well as on SpinCoStats and the ABCA (American Baseball Coaches Association) website.

**3. Men's Basketball..... Newton Chelette**

Congratulations were extended to Saddleback College for winning the 2010 CCCAA Men's Basketball State Championship.

Next year will see a new format to meet the cost containment mandate for a four-team tournament. This format will include an additional regional round to reduce the field to two teams from the north and two teams from the south progressing to the three-day (Friday–Sunday) state championship.

Legislation to change the basketball season’s begin practice date to October 1 was approved by the CCCAA delegates during the Legislative Session.

**4. Women’s Basketball ..... Dan Smith**

Congratulations were extended to Ventura College for winning the 2010 CCCAA Women’s Basketball State Championship. The State Championship games had record attendance. The atmosphere was very positive, and Jim Stephens was thanked for his hard work with the tournament.

Legislation was passed regarding the start of season, as mentioned in the men’s basketball report. Legislation was also passed to mandate that statistics be recorded at every women’s basketball game.

The CCCWBCA was thanked for their commitment, organization, and dedication.

Dan Smith was thanked for his six years of service to the CCCAA Management Council.

**5. Cross Country ..... Kulwant Singh**

The 2009 CCCAA Cross Country State Championships were held Saturday, November 21, at Woodward Park, hosted by Fresno City College. George Mategakis, Pam Kelley, and Gary Bluth were thanked for their hard work to make the State Championship a success.

There were 199 women participants in the 5K race. Nina Moore of Glendale College won the individual title, and Glendale College won the team championship.

The men’s race is a four-mile event that had 219 men participating. Daniel Tapia of Hartnell College won the individual title, and San Bernardino Valley College won the team championship.

Legislation was approved to clean up the championship selection process.

**6. Football ..... John Volek**

John Volek stated that it has been a pleasure to serve for three years as the football representative. Mark Gritton, Joe Early, and Tom Gang were thanked for the work they did during their presidencies of the CCCFCA. Larry Reisbig, Jim Sartoris, Gary Kollenborn, and Chris Pappas also give much to the sport of football.

The CCCFCA was given the task of addressing cost containment. The CCCFCA voted to continue no scrimmage and no out of season participation, modify the Southern California football playoffs to four teams, and continue to freeze pay to officials. The coaches have voted to implement a new game exchange program, utilizing internet technology to exchange films for free. Scheduling in the north was accomplished with strong geographic consideration, reducing travel by 6,500 miles. The SCFA voted for a 10 percent reduction in conference dues.

The north will be starting its season one week later, with no bye week, so that the season will end in alignment with the South.

The CCCAA Football State Championship site is now rotating between the north and south so that only one team will have to travel. In addition, the CCCFCA will meet at the site of the State Championship.

The 2009 CCCAA Football State Championship was hosted by College of San Mateo. The College of San Mateo and the Mt. San Antonio coaches were congratulated for great play. Andreas Wolf, George Mategakis, Jason Boggs, Fred Baer, Matt Folsom, Mike Taylor, Mark Gritton, John Early, and Carlyle Carter did an outstanding job with event management.

The CCCFCA Hall of Fame inductees included: Fred Myer, Brent Carder, Odell Collins, Gene Johnson, Bobby Garcia, Richard Pierucci, Bill Baird, and Roger Kelly.

The CCCFCA withdrew its legislation (P-18-F09 and P-19-F09).

The CCCFCA requests that the athletic directors and conference commissioners develop a method to protect them from students coming to football programs with forged transcripts.

**7. Men's Golf .....Howard Davis**

The 2010 Men's Golf State Championship will be held on May 17, at the Oak Valley Golf Club in Beaumont California.

The Northern CCCMGCA president Tim Hovancsek (Sierra College) suffered an aortic aneurysm on the golf course during a match. Assistant San Joaquin Delta College coach and retired Stockton firefighter Roger Gray and Santa Rosa Jr. College student athlete Al Garcia, who had recently taken an emergency medical technician course at Solano College, started CPR and are credited with helping to save his life. Coach Hovancsek was recently released from the hospital, and he is reported to be doing well. Coach Hovancsek was among the one percent who survive this type of aneurysm.

**8. Women's Golf.....Dyan Miller**

Howard Davis reported that the 2009 CCCAA Women's Golf State Championship (team) was won by Sacramento City College. The Individual Champion was Lynne Cowan from Sierra College. Congratulations to Sacramento City College—the first Northern California team to win the CCCAA Women's Golf State Championship title!

The proposed legislation revising the tie-breaking procedures for men's golf and for women's golf was passed by the CCCAA delegates.

**9. Soccer ..... Debbie Cavion**

Debbie Cavion thanked Liz Belyea for hosting the 2009 CCCAA Soccer State Championship at Cosumnes River College. Congratulations were extended to Santiago Canyon College women's team and the Mt. San Antonio Men's team.

The CCCSCA is looking at power points awarded for home and away games vs. those at neutral sites and how forfeitures will affect the power rating calculation. A power point structure proposal may come forward next year. The CCCSCA Executive Board will meet May 6.

**10. Softball ..... Jeanne Calamar**

Softball had four pieces of legislation that were approved in the fall. Softball changed its state championship format from an eight-team to a four-team, double elimination format to meet the cost containment mandates. 3CFCA Co Presidents Darci Brownell and Stephanie Reynolds were thanked for their work in adjusting the format.

Bakersfield College will host the 2010 CCCAA Softball State Championship to be held May 14-16. Because of the cost containment format changes, format and dates for the regional competition have been changed as follows: The regional format will include a first regional round which will be a best-of-three series at the higher seeds to be held May 1–2. The winners will progress to the super regional (2<sup>nd</sup>) round double-elimination tournament on May 7–9 including four teams at each of four sites (two in the north and two in the south). The winners of each of the four super regional tournaments will advance to the CCCAA State Championship.

George Mategakis was thanked for setting up teleconferences for state championship planning.

**11. Swimming ..... Albert Gasparian**

The 2010 CCCAA Swimming & Diving State Championships will be held April 29-May 1 at Mt. San Antonio College. Teleconferences are being held to plan the event. George Mategakis, CCCSDCA President Jill McCormick, and Marc Ruh were thanked for their involvement in planning the event.

Coaches are reminded that the sports of swimming and diving follow the NCAA rulebook and that there is a new NCAA rule regarding swimsuits.

**12. Tennis ..... Jeff Nelson**

Jean Snuggs and American River College were thanked for hosting a great 2009 Men & Women's Tennis State Championship. The College of the Desert Women's Team defeated Sierra College, and the College of the Desert Men's Team defeated Fresno City College to win the CCCAA Tennis State Championship titles.

The 2010 CCCAA Tennis Regional competition will be held as follows:

- Northern California Men and Women's Individual and Dual Team: April 28–May 1, Santa Rosa Jr. College
- Southern California Men & Women's Dual Team: April 28 at higher seed;
- Southern California Men's Individual: April 29–May 1 at California State University, Northridge;
- Southern California Women's Individual: April 29–May 1 at Long Beach City College

The 2010 CCCAA Men & Women's Tennis State Championship will be held at the Balboa Bay Club in Newport Beach May 6–8. Diane Henry and Jeff Benito of Cypress College were thanked for their efforts to plan and host the 2010 state championship. George Mategakis was also thanked for his leadership in planning the postconference competition events.

**13. Track & Field ..... Joe Jennum**

The track coaches have used the legislative process to improve and update the CCCAA Track & Field Championship Handbook with regard to incorporating their regional rules, rules changes, and clarification regarding state championship qualifiers.

Track & field will now focus on the unattached rule to clarify intent, discuss dates for heptathlon/decathlon events, and the ever-increasing costs for Southern California officials. The coaches association will be looking for an interpretation of recent changes to Bylaw 7 which prohibits coaches associations from purchasing additional awards that seems to be in conflict with the bylaw that allows coaches associations to purchase non-approved awards.

Coaches association thanked Gary Bluth, Joe Mangan, and Mark Covert, for their hard work on behalf of track & field.

Dates and sites for upcoming 2010 CCCAA postconference competition events include:

➤ Northern California

Heptathlon/Decathlon–American River College, April 20-21

Trials–American River College, May 7

Finals–American River College, May 14

➤ Southern California

Heptathlon/Decathlon–Cerritos College, April 13-14

Trials–Saddleback College, May 8

Finals–Saddleback College, May 15

➤ CCCAA Track & Field State Championship at Antelope Valley College May 21-22.

A tremendous amount of work is required to host these events, and all involved are greatly appreciated.

Legislation was approved by the CCCAA delegates increasing opportunities for student athletes to participate in special events and providing clarification of state championship qualifiers (automatic qualifying and minimum standards).

**14. Men's Volleyball.....Clara Lowden**

The 2010 CCCAA Men's Volleyball State Championship will be hosted by Orange Coast College on April 22-24.

The CCCMVCA will meet April 17 to discuss concerns and develop legislation to be submitted in the fall.

The All Conference Academic Team Award is a new award to be presented by the CCCMVCA. The association is also working to develop a website which should be completed soon.

George Mategakis was thanked for his leadership in hosting teleconferences to plan the postconference competition events.

**15. Women's Volleyball.....Andreas Wolf**

The 2009 CCCAA Women's Volleyball State Championship was hosted by San Joaquin Delta College. Mary Ann Paz, Laurie Nash, and Kanoe Bandy were all thanked for their efforts. Congratulations were extended to Orange Coast College for winning the CCCAA State Championship title.

The CCCWVCA provided a proposal to meet the cost containment mandate to limit state championships to four teams.

The CCCWVCA voted to change its seeding date from Saturday to Sunday. The CCCAA was thanked for supporting the postconference competition events.

The 2010 Women's Volleyball State Championship will be hosted by the Foothill Athletic Conference at Chaffey College on December 4-5.

**16. Water Polo ..... Kanoë Bandy**

Water Polo has submitted a proposed format to meet the cost containment mandate.

Albert Gasparian was thanked for hosting the 2009 CCCAA Water Polo State Championship at Golden West College.

Pete Snyder, Scott Decker, and Chris Oeding were thanked for their leadership in the CCCWPCA. Debra Wheeler was thanked for her assistance in developing legislation on behalf of water polo.

Kanoë Bandy was thanked for her six years of service on the CCCAA Management Council.

**17. Wrestling..... Jim Forkum**

Thanks were extended to: Larry Watanabe of Mt. San Antonio College for his leadership of the CCCWCA; George Mategakis for hosting teleconferences to plan the 2009 CCCAA Wrestling State Championship; and Chabot College, Don Queyrel, and his staff for hosting the 2009 CCCAA Wrestling State Championship. Congratulations were extended to Santa Ana College for winning the state championship title.

Sites and dates of the 2010 CCCAA postconference competition events include:

- CCCAA Northern California Regionals–Modesto Jr. College, December 4.
- CCCAA Southern California Regionals–Victor Valley College, December 4.
- CCCAA Wrestling State Championship–Santa Ana College, December 10-11.

In spite of pleas to the contrary, West Valley College has dropped its wrestling program.

A conferencing recommendation was made and will be submitted to the COA Board. The recommendation is for three conferences as follows:

**NORTH:**

Big Eight Wrestling Conference–Commissioner Mike Liddell

- Lassen College
- Sacramento City College
- Sierra College
- San Joaquin Delta College
- Shasta College

Coast Wrestling Conference–Commissioner Dale Murray

- Chabot College
- Fresno City College
- Modesto Jr. College
- Santa Rosa Jr. College
- Skyline College

**SOUTH:**

Pacific Coast Wrestling Conference–Commissioner John Woods

Northern Division:

- Bakersfield College
- Cuesta College
- East Los Angeles College
- Victor Valley College
- West Hills College–Lemoore

Southern Division:

- Cerritos College
- Palomar College
- Santa Ana College
- Rio Hondo College
- Mt. San Antonio College

Management Council Wrestling Representative Jim Forkum met three times with the CCCWCA and will meet in May with wrestling conference commissioners to review conference constitutions and schedule planning. No new legislation is anticipated.

**H. AFFILIATE ORGANIZATION REPORTS**

**1. CCCADA .....Susan Yates**

Bob Clement was thanked for organizing ten teleconferences for organizational meetings of the CCCADA–minutes of those meetings are posted on the CCCADA website. The CCCADA is making an effort to post everything on its website.

The Executive Officers of the Athletic Directors Association are working more closely with the conference representatives in recommendations and decisions of the Athletic Directors Association. There is a continued practice of including conference commissioners in all CCCADA activities, and commissioners are always invited to CCCADA events.

It was announced that Barbara Bond, Orange Coast College, is retiring after 38 years of service to student athletes. Deb Blackmore is retiring after 37 years at Mt. San Antonio College.

As of the fall, not including basketball, Mt. San Antonio College is in the lead for the NATYCAA Cup.

Andreas Wolf, College of San Mateo, and Jim Forkum, Santa Rosa Jr. College, have provided athletic directors with a model to be used by athletic directors in presentations to their boards.

The CCCADA is very pleased with the leadership and direction of the COA/CCCAA office.

**2. 3C4A.....Javier Renteria**

Dan Smith, John Volek, and Kanoe Bandy were thanked for their service to, and for their mentoring new members of, the CCCAA Management Council.

Mt. San Antonio College and the 3C4A are hosting the Region 5 Conference with the Four-year Academic Advisors. All were invited to attend the N4A Conference which will include discussions on transfer requirements to Division I, II, III, and NAIA colleges. The Region 5 Conference information will be sent to the 3C4A membership.

The 3C4A has elected Evans Roderick to continue as president. Javier Renteria, Reedley College, is the northern vice president; Michael Rios, Antelope Valley College, is the southern vice president; Shane Poulter, Mt. San Antonio, is the treasurer; and Traci Franks, Moorpark College, is the secretary.

**3. CCCCA ..... Dean Crowley**

The conference commissioners held a three-hour workshop on Article 7 regarding sanctions and appeals so that commissioners can be consistent when dealing with infractions. Dale and Logan were thanked for their leadership, COA Board Chair Jackie Fisher, Sr., was thanked for his attendance at the workshop. Carlyle Carter was thanked for his communication and direction.

Dean was thanked for his three years of service on the CCCAA Management Council. Gary Kollenborn is the incoming Management Council member serving from the CCCCA.

**4. 4CA.....Terry Coblentz/Paul Moore**

Pete Snyder, 4CA past president, was thanked for his leadership of the 4CA. Terry Coblentz was also thanked for her service as the 4CA Management Council Representative on an interim basis. Paul Moore is now the 4CA president, and Flo Lupani is serving as vice president.

Legislation will be proposed which will make it possible for spring sport athletes to be eligible for all-academic awards while they are still at the community colleges.

A Code of Ethics was approved by the 4CA Board, which will go out to the field for ratification and then be put on the 4CA agenda for adoption next May.

The 4CA membership voiced disappointment that it did not have an active part in the development of the conferencing proposals.

Terry Coblenz commended the coaches association presidents for stepping up and attending and participating in meetings of the 4CA.

**5. CCCATA ..... Rory Natividad**

The CCCATA met yesterday. An online survey will be used as a tool to further athletic training services.

It was noted that athletic trainer supplies will be impacted by the legislation approved to lengthen the basketball season.

**6. 3CPE..... Kathy McGinnis**

Diane Henry reported that Bob Campbell, political advocate, spoke to the 3CPE on the state budget. He made the recommendation that the 3CPE membership be proactive in addressing these issues within their campuses and that they be vigilant in their academic senates in order to protect the physical education curriculum.

A report of the 3CPE action included:

The treasurer's report from Liz Belyea indicated a balance in the 3CPE budget of \$16,000.

Secretary Debbie Jensen, Cerritos College, will produce a 3CPE newsletter and is requesting that items for inclusion be sent to her.

The association reviewed and adopted changes to the 3CPE Constitution and next will review the 3CPE Mission Statement.

Minimum qualifications and "SLOs" were discussed. Debbie Jensen provided a demonstration on promoting a "PE Revolution" which is an on-campus activity.

The 3CPE is soliciting Honoring Our Own candidates. Due January 15, the nominations can be submitted early.

**7. CCCSIA ..... Jerry Hannula**

The sports information association continues to work with CCCAA to staff each CCCAA state championship event and the NATYCAA Cup standings.

The sports information directors may be a major force in branding the CCCAA.

To promote student athletes, the CCCSIA administers the athlete-of-the-month program and may add an athlete-of-the-year award (one male and one female from both north and south).

A fact sheet is being prepared to be posted on the CCCSIA website to show how colleges can live stream video of athletic events.

The CCCSIA meets twice a year—in the spring and in the summer. This spring, the CCCSIA met in conjunction with the CCCAA Basketball State Championship.

Robert Lewis, Pasadena City College, and Jerry Hannula, Saddleback College, will make a presentation of the importance of having a sports information director at the CCCPRO (public relations officers) Conference in Santa Barbara.

Tony Altobelli, Orange Coast College, is the incoming CCCSIA president.

## I. MANAGEMENT COUNCIL COMMITTEE REPORTS

### 1. Competition Committee ..... Jim Forkum

Competition Committee Chair Jim Forkum introduced the Competition Committee members: McKinley Williams, Contra Costa College; John Keever, Orange Empire Conference; Jeanne Calamar, Cosumnes River College; Paul Moore, 4CA; Ron Hannon, Gavilan College; Mary Ann Paz, San Joaquin Delta College; Rory Natividad, Rio Hondo College; Jerry Hannula, Saddleback College; Clara Lowden, Riverside City College; Joe Jennum, Mt. San Antonio College; and Barbara Bond, Orange Coast College. Barbara Bond is retiring, and therefore, a female from the south will be needed on the committee.

The Committee has had its focus on cost containment. Coaches have taken a lead to cut costs, and thereby serve as a model for other college departments.

Wrestling has worked to take cost containment action by geographical conferencing to reduce travel costs, scheduling dual meets on Fridays, scheduling double duals (meets that include three colleges thereby reducing the number of trips), squad sizes are limited to 20 wrestlers and 2 coaches, and a number of schools have instituted a travel limit, with no district funds allotted to overnight trips. These recommendations will go to the COA Board Cost Containment Committee.

Football has developed a comprehensive list of recommendations reported earlier by John Volek. Those recommendations will also be going to the COA Board Cost Containment Committee.

The cost containment action will be reviewed, and additional cost containment recommendations will be provided in the fall.

**2. Gender Equity Committee .....Diane Henry**

The Gender Equity Committee and Dr. Long Nguyen were thanked for their work on the legislation regarding the FORM R4. The legislation was nearly unanimously approved by the delegates at the Legislative Session. A workshop on the FORM R4 process will be conducted June 23, 2010, at the CCCADA meeting in conjunction with NATYCAA.

CalNOW has announced that it is turning its focus to community colleges. The membership is currently following the 2004 CPEC recommendations to conduct surveys of student interest, to provide gender equity training, and to complete a survey of EADA reports regarding hiring practices.

Cypress College has already received 1,600 responses to a survey sent out just 29 days ago, with 111 women interested in badminton and 64 interested in golf.

**3. Postconference Competition Review Committee ..... Dan Smith**

The Postconference Competition Review Committee members were named by Chair Dan Smith: Kanoe Bandy, Rod Beilby, Jeanne Calamar, Mitch Campbell, Newton Chelette, Tim Harrison, and Connie Sears. PCRC members who have completed six years of service on the CCCAA Management Council are: Kanoe Bandy, Rod Beilby, and PCRC Chair Dan Smith.

The PCRC met Monday evening to review proposals from men's basketball, women's basketball, volleyball, and water polo to meet the cost containment mandate to restrict state championships to four teams. The recommendations will go forward to the COA Board's Cost Containment Committee.

The PCRC recommendation is to accept the cost containment proposals for women's volleyball and water polo.

The PCRC recommends approval of the proposed men's basketball regional format.

The PCRC recommends that the women's basketball regional format follow the format of the men's basketball regionals to reduce travel and increase gate receipts.

The PCRC recommends that the CCCAA Basketball State Championship eliminate afternoon games and that games be held on Friday and Saturday evenings (days alternating by gender, starting with men's games on Friday) with Sunday game times to remain as they are currently listed in the Basketball Championship Handbook.

Both men's basketball and women's basketball want to be together at the state championship. Women's basketball requested that the site be kept at Cal Lutheran. Men's Basketball did not make the same request. Therefore, the PCRC recommends that the CCCAA Basketball State Championship games be on campus. Both basketball coaches association will review possible host sites and look for a college suitable for the event.

It was MSC (unanimous) to endorse the Postconference Competition Review Committee report as stated.

Individual sports need to be reviewed, regarding whether or not they need a reduction in postconference competition as well.

#### 4. Formation of Bylaw 2 Review Committee

It was MSC to form a “Bylaw 2 Review Committee” with Newton Chelette as chair. Members include Dale Murray, John Keever, Susan Yates, Jeanne Calamar, Howard Davis, and Rory Natividad.

Items for the committee to consider will include:

- Being able to wear college attire with logo throughout the state,
- Technology/website administration,
- Try outs,
- Statewide recruiting, and
- Worldwide recruiting.

Newton Chelette stated that a simple yes/no survey covering the above topics will be developed and will be sent to athletic directors.

#### J. LEGISLATIVE ITEMS

Legislative items were removed from the agenda because delegates had already voted on the items during the Legislative Session held previous to the Management Council meeting.

#### K. OTHER ..... Dave Evans

##### 1. CCCAA Management Council Nominations

##### a. CCCAA Management Council Vice Chair Selection

- It was MSC to nominate Jim Forkum, Santa Rosa Jr. College, as Vice Chair.

##### b. CCCAA Management Council Sport Representative Appointments

- It was MSC to nominate Howard Davis, Moorpark College, as the Men’s Basketball Representative
- It was MSC to nominate Newton Chelette, Antelope Valley College, as the Men’s Golf Representative.

2. Discussion: CCCAA Management Council Business Meeting Agenda, Timing vs. Legislative Session

A review is needed regarding the CCCAA Convention schedule to improve attendance at the Honoring our Own Banquet, as well as reduce the repetition of reports. In addition, it was felt that the Management Council should meet prior to Legislative Session. The decreased attendance at the Hall-of-Fame Banquet was also noted.

3. NATYCA Golf Tournament

John Volek will be sending an email requesting information needed to plan the NATYCAA Golf Tournament.

4. Transcript verification will be an item on the next CCCAA Management Council meeting agenda.

**L. ADJOURNMENT** ..... **Dave Evans**

There being no further business to come before the Management Council, the meeting was adjourned at 5:55 p.m.

Respectfully submitted,

Debra Wheeler  
CCCAA Director of Membership Services

Unapproved 4/20/10





## MANAGEMENT COUNCIL TELECONFERENCE

### MINUTES

September 22, 2010, 1:30PM–3:30PM

**A. CALL TO ORDER & INTRODUCTIONS ..... Dave Evans**

The CCCAA Management Council meeting was called to order via teleconference at 1:30PM on September 22, 2010, by Chair Dave Evans. Those in attendance included: Dave Evans, Chair; Jim Forkum, Vice Chair; Jeanne Calamar, Debbie Cavion, Newton Chelette, Howard Davis, Albert Gasparian, Mark Gritton, Jerry Hannula, Joe Jennum, Gary Kollenborn, Clara Lowden, Kathy McGinnis, Dyan Miller, Len Mohny, Paul Moore, Ellen O'Connor, Ricardo Perez, Connie Sears, Kulwant Singh, Jim Spillers, Andreas Wolf, Carlyle Carter, George Mategakis, and Debra Wheeler. Unable to attend: Terry Coblenz, Javier Renteria, Michael Wilding, and Susan Yates. Mitch Campbell did not receive notice of the teleconference.

**B. ADDITIONS OR CHANGES TO THE AGENDA ..... Dave Evans**

See Item H "Other."

**C. 2010-11 GOALS (DIRECTION OF "NEW" MC) ..... Dave Evans**

The 2010-11 MC Goals developed at the Pacific Palms Retreat were reviewed and it was reported that much work has already been done toward the attainment of the goals. Goals, persons assigned to spearhead tasks, and a report of discussion regarding work toward those goals follow:

☛ Constitution Review

- Mandatory Online Exam (Article 1.5.6 and Bylaw 2.8.2)

*Carlyle Carter & Debra Wheeler*–(See Item F.)

- Committee Makeup and Chair Selection (Article 4.5)

*Connie Sears & Debra Wheeler* (See Item D.)

- Social Networking Technology (Bylaw 2.12)
-

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Ad hoc committee formed: *Chair Howard Davis, Jim Forkum, Sherry Forkum, Kulwant Singh* (See Item E.)

- Decorum Violations Which Occur During Postconference Competition (Article 7.4.7 and Bylaw 4)

*Paul Moore & Debra Wheeler*—(See Item G.)

- ☛ Academic Performance Data Collection/Cal-Pass Research

*Clara Lowden, Connie Sears, and the CCCAA Board Academic and Athletic Standards Review Committee*

- ☛ Branding

*Len Mohny, Albert Gasparian, Clara Lowden, and others to be named*—Carlyle Carter met with the Board of Governors to provide positive information regarding California community college athletics. The need for priority and/or early registration for student athletes was discussed. This policy is determined by the individual district's board of trustees.

- ☛ Continue Cost Containment Efforts

*Jim Forkum*—The current cost containment initiatives are in place through June 30, 2012. Prior to the next legislative cycle, the cost containment initiatives will need review, as action will be needed to continue them beyond June 30, 2012. ***This item is to be on the 2010 Fall Conference Management Council meeting agenda.***

- ☛ PE Curriculum Standards

*Jim Forkum, Kathy McGinnis, Ellen O'Connor*—CAHPERD has been asked to work with the CCCPE to address PE curriculum standards. During the MC teleconference, Kathy McGinnis emailed minutes from a meeting with the Legislative Analyst Office (LAO) representatives that was held Friday, September 17, 2010. (See attached.) The next step is to distribute a list of legislators who are getting information from the LAO. Repeatable classes need to be addressed.

- ☛ Contact Hours

***Referred to CCCPE It was requested that this be placed on the agenda for the 2010 Fall MC-4CA Summit.*** Discussion is needed regarding the 175-hour rule and a policy regarding out-of-season contact hours without being in a class.

- ☛ Gender Equity: Review of and Report on Form R-4s

*Ellen O'Connor, Diane Henry*—The primary goal of the Form R-4 is to assist members to achieve compliance with Title IX. Form R-4s are due November 1. Diane Henry is willing to remain as Gender Equity Committee Chair through June 30, 2011.

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📍 Professionalism

*Dave Evans, Jim Forkum, Susan Yates*—Andreas Wolf has drafted a document with the working title “AD 101.” It was suggested that this may be an avenue in which to address professionalism. However, it was also stated that professionalism is not an issue strictly for new people. A set of published standards is needed that covers professionalism in areas such as event administration, use of qualified personnel, timeliness and accuracy in financial reporting, promoting programs, fulfilling Protest Committee requirements, as well as timeliness of responses to emails and phone calls.

📍 Build Trust and Improve Communication

Building trust and improving communication is to be a component of all CCCAA MC action. MC members and CCCAA staff were reminded of the importance of maintaining two-way communication with the membership, including conferences, coaches associations, and affiliate organizations.

**D. Committee Makeup, Draft Form 5 for Article 4.5.2..... Dave Evans**

Discussion was held regarding bringing student athlete representation into the committee makeup. It was felt that student representatives first need to be identified within each conference. It was MSC to submit a Form 5A for the following proposed legislation regarding MC committee language in Article 4.5.2:

4.5.2 Standing committees are those which are established to organize and administer the ongoing functions of the organization. The following standing committees report to the Management Council:

A. Postconference Competition Review Committee (PCRC)—Responsibilities:

1. *No change.*
2. *No change.*
3. *No change.*
4. PCRC makeup:
  - a. Chair shall be a Management Council member nominated from and elected by committee membership. Two (2)-year term to commence July 1 and end June 30 of second year. Maximum of two (2) consecutive terms.
  - b. PCRC Membership: Eight members (in addition to chair) selected from athletic directors with balanced North/South representation. As a member's term ends, replacement will be from opposite region.

B. Competition Committee—Responsibilities:

1. *No change.*
2. *No change.*
3. Competition Committee makeup: Editorial—this language currently exists in Appendix A:
  - a. Competition Committee Chair: CCCAA Management Council Vice Chair (See Article 4.3.4.C.2)
  - b. 1 CCCAA Board Member

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- c. 1 CCCAA Management Council Member
- d. 1 CCCADA (Athletic Directors) Member
- e. 1 CCCACA (Commissioners) Member
- f. 1 4CA (Coaches) Member
- g. 1 CCCPE (Physical Educators) Member
- h. 1 CCCSIA (Sports Information) Member
- i. 1 CCCATA (Athletic Trainer) Member

C. Gender Equity Committee\*

Areas of focus include, but are not limited to, providing leadership on gender equity issues through the development of programs and services that benefit CCCAA member colleges, providing oversight of the Gender Equity Self-Review Manual, serving as a resource and referral committee, and coordinating regular workshops and seminars on the topic of gender equity and diversity.

- 1. *No change.*
- 2. *No change.*
- 3. *No change.*
- 4. *No change.*
- 5. *No change.*
- 6. Gender Equity Committee makeup:
  - a. Chair shall be a Management Council member nominated from and elected by committee membership. Two (2)-year term to commence July 1 and end June 30 of second year. Maximum of two (2) consecutive terms.
  - b. One athletic director or dean of athletics from each multi-sport conference.
  - c. Two coaches from female sports, including one from the north and one from the south, with one coaching a spring sport and one coaching a fall sport.

*\*Effective October 19, 2007, the Gender Equity Committee became a standing committee of the Management Council.*

**E. BYLAW 2 REVIEW AD HOC COMMITTEE ..... Newton Chelette**

A chart of the Bylaw 2 Review Ad Hoc Committee's survey results was presented to the MC members. Results and Form 5A drafts based on the survey results were reviewed. It was MSC to submit the following legislation:

a. Bylaw 2.7.2.C

2.7.2 During the out-of-recruiting area evaluation of a prospect, the coach or representative may not:

- A. *no change*
- B. *no change*
- C. ~~Wear any college-identifying attire such as a hat, shirt, jacket, or any other item that is associated with the college he/she represents.~~

*(Renumber remainder of section.)*

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b. Bylaw 2.9.4.4

2.9.4 FOOTBALL ONLY: *(Adopted & effective October 19, 2007.)*

2.9.4.4 Coaches/staff members may attend football all-star games but cannot ~~wear school colors or logos~~, be on the sidelines, or talk with any students participating in the game.

c. Bylaw 2.10

2.10 SPEAKING OR ATTENDANCE REQUESTS

2.10 Acceptance of speaking or attendance requests for banquets, clinics, camps, service club meetings, etc. from groups located outside the California community college's recruiting district is permitted as long as the individual does not represent his or her college or its athletic program(s), but may wear college-identifying apparel.

d. Bylaw 2.12

2.12 USE OF INTERNET WEB PAGES

Internet web pages with information on college athletic programs shall be located within the college's web site. Community college athletic programs shall not construct or maintain their official web pages other than within their official college web sites. Athletic web pages shall include a statement identifying them as the college's official site, with a disclaimer regarding the existence and accuracy of information about their athletic program which may appear on any web page not located within their official college web site.

A. All internet accessible forms of communication must be approved by the member college president or designee, and the links must be present on the athletic department website.

**F. ONLINE EXAM**

A chart of the CCCAA Online Exam results was presented to the MC members. Some colleges have already made taking the exam mandatory. Feedback indicates that the exam takes too long to complete. The exams may be shortened, or split into a part A and part B. Once taken, a smaller "refresher" exam may be developed to be taken every other year. It was MSC to submit a Form 5A for the following proposed legislation regarding MC committee language in Article 1.5.6 and Bylaw 2.8.2:

Article 1.5.6 All college department personnel, volunteers, representatives, and agents approved by the athletic program to be involved in athletic recruiting shall take the CCCAA Online Compliance Rules Exam and attend a certification and information meeting regarding the *Constitution and Bylaws* at least once a year. (See Bylaw 2.8.2.)

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Bylaw: 2.8.2 All college personnel, volunteers, representatives, and agents approved by the athletic program to be involved in athletic recruiting shall take the CCCAA Online Compliance Rules Exam and attend a certification and information meeting regarding the Constitution and Bylaws at least once a year. A FORM R-2, Statement of In-Service Training, indicating attendance and commitment of adherence to the *Constitution and Bylaws* shall be forwarded to the Office of the CCCAA CEO/President, with a copy sent to the conference commissioner, and a copy retained in the college president's office on campus. These meetings shall be held throughout the year as individuals are hired to assume the responsibilities of the aforementioned positions. Subsequent Statements of In-Service Training forms necessary throughout the year shall be distributed as previously mentioned. (See Article 1.5.6.) *(Adopted & Effective June 10, 2010.)*

**G. Postconference Competition Violations, Decorum, and Appeals ..... Paul Moore**

The need to address confusion regarding what happens when violations occur between the end of conference competition and the end of postconference competition was discussed. It was MSC to submit the following legislation:

1. Article 7.4.7.6.A-B, Appeals to Executive Director

7.4.7.6

- A. Reports of alleged violations that occur after the end of the regular season but prior to the end of the postconference competition in that sport and involving a team that is participating in postconference competition, shall be resolved by the respective conference commissioner, chair of the respective COA appeals board, and the CCCAA CEO/President by majority vote of these three persons.
- B. Postconference appeals. When the championship handbook appeals process has been exhausted this same grouping will be the final appeals committee to attend to the appeal. They may hear appeals if any of the handbook procedures were not followed or there is additional information the previous appeals committee did not have.

2. Bylaw 4.6, Postconference Competition Decorum

4.6.2 Postconference Competition Reporting

- A. Each removal from a postconference competition game, meet, or match must be reported by the coach to the event manager and the coach's athletic director within 12 hours.
- B. The event manager will immediately inform the MC sport representative.
- C. Failure to report to the event manager and athletic director within 12 hours is an automatic one-game suspension of the coach.

4.6.2.1 Penalties for postconference decorum violations and other infractions shall be ruled on by the protest committee after consideration of reports from officials, event manager, coaches, and others who are deemed as qualified.

4.6.2.2 Postconference Appeals

- A. The Championship Handbook appeals process must be followed first.
- B. If the Championship Handbook appeals have been exhausted, an appeal may be made to the CCCAA CEO/President, the affected college's commissioner, and the conference's appeals board chair as outlined in Article 7.4.7.6.

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3. Bylaw 6.13.2, Remove eligibility responsibility from Decorum Committee

6.13.2 Issues covered by sport playing rules are to be determined by the officials assigned to the game. Exception: In track and field, per NCAA rules, an appointed Jury of Appeal by the Games Committee will rule on all protests of the meet referees' decisions only. (*Adopted April 2, 2009; effective July 1, 2009.*)

Protests, CCCAA rule violations, ~~eligibility~~, and decorum issues are to be immediately resolved onsite by the Protest Committee so that the postconference competition structure can continue with the appropriate team(s) advancing. (*Adopted April 2, 2009; effective July 1, 2009.*)

**H. OTHER ..... Dave Evans**

1. Academic All-State Award, Form U

Paul Moore reported that the 4CA has developed and submitted a Form 5A to address the timelines for the Academic All-State Award as follows:

7.3.9.8 ...

- A. All fall/winter nominations to sport coaches association presidents by October 1. Spring sport nominations to sport coaches association presidents by February 1.
- B. Sport coaches associations of fall/winter sports forward to CCCAA by October 15. Sport coaches associations of spring sports forward to CCCAA by February 15.

2. Legislative Cycle and Form 5s Designated as "Emergency"

Carlyle Carter reported that there is no process to address circumstances beyond the control of the sport that occur outside the official CCCAA legislative timelines. Currently, there are two requests that fall into this category:

a. Tennis Request for the following change:

Postconference competition ends: 2 Sundays after the last Sunday in April \*\*\*

\*\*\*Unless the dates for the Ojai tournament have caused the Regional and State Championships to be moved to a later date, then the end-date of postconference competition will be extended accordingly.

b. Men's Volleyball Request for the following change:

1.2.1 CCCAA Men's Volleyball Regional April ~~26~~ 18, 2011

1.2.2 CCCAA Men's Volleyball State Championship April ~~28-30~~ 20-22, 2011

*Postscript note: The Constitution Committee approved the following revision effective 10/6/10.*

4.1.3 When a sport rule is ~~to be changed~~ or circumstances beyond the control of the sport occur outside of the official CCCAA ~~timelines-legislative calendar~~, the change will be made by a caucus of two (2) representatives from the MC (the MC Chair and the MC sport representative) and the COA Executive Director or designee.

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3. Form 1 proposal To Include Consent Line for Use of Student Athlete Photos

Andreas Wolf reported that the Coast Conference will bring the following proposal forward through the legislative process:

*Add to side 2 on Form 1:*

11. My initials authorize the use and publication of my likeness by the CCCAA and its member institutions: \_\_\_\_\_

**I. ADJOURNMENT ..... Dave Evans**

There being no further business to come before the Management Council, the teleconference was concluded and adjourned at 4:38PM.

Respectfully Submitted,

Debra A. Wheeler  
CCCAA Director of Membership Services

Unapproved 10/12/10