



BOARD OF DIRECTORS

MINUTES

FRIDAY, MAY 27, 2011

9:00AM – 11:00AM

Conference Call

A. CALL TO ORDER Jackie Fisher, Sr., Chair

The meeting was called to order by Chair Jackie Fisher, Sr., at 9:05AM, and a quorum was established. CCCAA Board of Directors (Board) present:

Dave Bolt, Tod Burnett, Robert Deegan, Dave Evans, Thomas Fallo, Jackie Fisher, Sr., Kathryn Jeffery, Brian King, Gary Lewis Logan McKechnie, Roger Schultz, Andreea Serban, Pam Walker, and McKinley Williams.

Board members absent: Rosa Carlson.

Also present were: Carlyle Carter, Debra Wheeler, and Rina Kasim.

B. APPROVAL OF THE AGENDA..... Jackie Fisher, Sr.

It was moved, seconded, and motion carried (**MSC**) to approve the agenda and to move forward agenda item D.4. Report from Cost Containment Committee.

C. APPROVAL OF THE MINUTES

It was **MSC** to approve the April 1, 2011, CCCAA Board of Directors meeting minutes as submitted. Meeting minutes are available on the CCCAA website at: <http://www.cccaasports.org/meeting.asp>

D. REPORTS

- 1. CCCAA Board of Directors Chair Jackie Fisher, Sr.,** reported that the summary survey results of the Executive Director's evaluation, along with his accomplishments and goals, will be provided at the June Board Meeting.
- 2. Cost Containment Committee Chair McKinley Williams** provided cost containment recommendations for Board approval. Please see *Supplement A* for recommendations discussed during the meeting. Committee Chair Williams reported that the Committee also reviewed the December 4, 2009, decisions of the Board. The Committee will recommend all items not passed or

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tabled in 2009 be referred back to the Management Council for reconsideration and possible recommendations to the Board. It was MSC to approve Cost Containment Committee recommendations item B.5 and 6 and to table item C.15. Please see Supplement A for details. The motion to bring back item C.15. may be brought forward at the next Board meeting.

3. CCCAA Executive Director of Board of Directors Carlyle Carter reported

- ❖ Cal-PASS Academic Performance Report Update: The project is on schedule for a release, and a report will be provided in June.
- ❖ AACC Convention Panel: Mr. Carter took part in a panel presentation along with two other two-year college association executives and NATYCAA Representative to the AACC Athletic Cabinet at AACC National Convention in New Orleans. The panel focused on the need for alternative methods of advocacy for intercollegiate athletics, and Mr. Carter's role on the panel was to present a model to gather and report academic performance.
- ❖ PE Course Repeatability: The Chancellor's Office and the Academic Senate are reviewing Title V language to "tighten" regulations on permissibility of course repeats. Mr. Carter attended a meeting of the Consultation Council where the topic was on the agenda. However, sections of Title V addressing PE were pulled from the discussion citing continued work by an outside group. Mr. Carter also attended the Board of Governors Meeting in May. It was reported that although sections related to PE were not discussed at the Consultation Council, the recommendations to limit repeatability will also extend to those sections. He concluded from these meetings that apportionment funding for PE repeats will be altered and reduced. Although the impact on PE "sport-related" courses has not been discussed openly, more discussions on this topic are anticipated.
- ❖ O Street Office Building: As a result of the League's remodeling the O Street office building, there will be loss of access to the CCCAA office (second floor) in June and perhaps also in July. During these times, CCCAA desktops will be relocated to the first floor with the goal of continuing access remotely by Carlyle Carter, Debra Wheeler, George Mategakis, and Jason Boggs. Rima Trotter and Rina Kasim will occupy and share space on the first floor with the League staff. The CCCAA staff will still have access to the network, phone lines, and faxes; and are determined to get through this change with as little disruption to the membership as possible. In addition, the June Board Meeting will be relocated to the Chancellor's Office on Q Street. Mr. Carter extended his personal thanks to the staff for their work and flexibility though the change. He also reported that George Mategakis is nearing completion of his Master degree.
- ❖ IJournal: In an attempt to focus more attention to the success of student athletes outside of competition, Mr. Carter recently submitted an article for the latest edition of IJournal, the online publication of the CCC Student Service Officers entitled "*Intercollegiate Athletics - Beyond the Bottom Line.*"
- ❖ New WebPages: There are two new WebPages on the CCCAA website: the first focusing on community service efforts of teams and athletic programs and the second focusing on student success. Mr. Carter thanked Jason Boggs for soliciting and organizing the pages and those members that have responded by forwarding stories and information.
- ❖ NATYCAA Cup: Congratulations are extended to Mt. San Antonio College for winning the 2010-11 NATYCAA Cup and also Santa Rosa Junior College and Fresno City College for their 2nd and 3rd finish respectively.

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4. CCCAA Management Council (MC) Chair Evans

- ❖ Cost Containment Recommendations: MC Chair Evans thanked the Cost Containment Committee for its hard work and Committee Chair Williams for his leadership and commitment. He stated that the MC will review recommendations brought forward by the Committee and make necessary recommendations to the Board. MC Chair Evans also thanked the CCCAA staff for their hard work.
- ❖ Progress Report of MC Ad Hoc Committees: The Action Plan Committee conducted a survey sent to the athletic directors through Survey Monkey. The purpose of the survey is to provide colleges the opportunity to give inputs on important issues. Preliminary reports from the ad hoc committees will be brought forward at a future Board meeting. Please see agenda item G.4. Social Media Action Plan for request to approve Action Plan.
- ❖ Bylaw 3.6: Please see *Supplement B* for detail report and request for suspension provided by the Bylaw 3.6. Review Ad Hoc Committee. It was MSC (with one opposition and one abstention) to approve the interpretation provided and the request for suspension of Bylaw 3.6.A..

E. REVIEW OF COMMITTEE ROSTERS

It was MSC to approve the appointment of Linda Lacy, Cerritos College President/Superintendent, to serve as the South Coast Conference representative on the CCCAA Board. Nominations for Golden Valley Conference representative on the Board will be brought forwards at a future Board meeting.

F. OLD BUSINESS

1. Executive Director Carter's Evaluation

Details are reported under agenda item D.1. Report from Board of Directors Chair.

G. NEW BUSINESS

1. Title V Section 55220 Athletic Travel: Travel Squad Limitations

The Northern California Football Coaches Association, in its attempt to further address cost containment, has made the attempt to place a limitation of 55 on the travel party size regarding those who can dress for participation. Discussion was made on whether or not this attempt will be in opposition to the Title V regulation. Please see *Supplement C* for language to Title V Section 55220. Executive Director Carter asked the Board to consider drafting a request to the Chancellor's Office to review and provide an official release evaluating the concern the CCC athletics programs have regarding Title V Section 55220. Board Member McKinley Williams suggested surveying colleges to find out common practices. No action was taken on this item. This item will be brought forward again at the June Board meeting.

2. Title V, 175- hour rule: Impact of Sport Related Classes

Mr. Carter cited Title V section 58162 (b) "*State apportionment for students in courses of intercollegiate athletics shall not be claimed for more than 175 hours of attendance for each enrolled student in each fiscal year for each sport in which the student participates.*" He stated that this limitation to the hours of attendance applies to any student enrolled in any intercollegiate athletics courses regardless of whether the student is taking one course or ten courses in a sport during that year. Mr. Carter wanted to bring this 175-hour rule to the Board's attention, and he recommended that the

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Board consider setting a clear division between physical education classes open to all students and the sport-related physical education classes that are conducted as practices. No action was taken.

3. Sport Related PE Classes

Mr. Carter stated that there are situations where students' out-of-season sport-related classes are listed as TBA. He recommended that colleges provide clear descriptions to avoid future confusion. No action was taken.

4. Social Media Action Plan

It was MSC (with one opposition) to approve the Social Media Action Plan. Please see *Supplement D*.

H. TENTATIVE FUTURE MEETING DATES

Friday, June 24, 2011 (10:15AM – 2:15PM) – California Community Colleges
Chancellor's Office 1102 Q Street, 4th Floor, Sacramento, CA 95811

Friday, August 26, 2011 (10:15AM – 2:15PM) – conference call or CCCAA Office, Sacramento

Friday, October 28, 2011 (8:00AM – 10:30AM) – in conjunction with CCCAA Fall Conference,
Wyndham Hotel Orange County

Friday, February 17, 2012 (10:00AM – 2:00PM) – conference call

Friday, April 6, 2012 (8:00AM – 10:30AM) – in conjunction with CCCAA Spring Convention, Marriott
San Mateo

Friday, June 15, 2012 (10:15AM – 2:15PM) –CCCAA Office, Sacramento

I. ANNOUNCEMENTS

None.

J. FUTURE AGENDA ITEMS for the June Board Meeting

❖ Executive Director Carter's Evaluation

❖ Title V Section 55220 Athletic Travel: Travel Squad Limitations

Note: El Camino College Superintendent/President Tom Fallo will not be able to attend the June Board Meeting, and he will ask Cerritos College Superintendent/President Linda Lacy to attend in his place. It is noted that President Lacy will not be able to vote on the June Board Meeting. A request was made to provide supplement number/alphabet to reference to for the supporting documents for future board agenda and minutes. Another request was made to have the June Board Meeting available also via conference call.

K. ADJOURNMENT

The meeting was adjourned at 10:58AM.

Carlyle Carter
CEO/President, CCCAA
Executive Director, CCCAA Board of Directors

Prepared by Rina Kasim, Executive Assistant

Item B.1-6 from Cost Containment Meeting Minutes on May 23, 2011

Cost Containment Committee recommended that:

1. The Management Council considers eliminating all power rating formulas for seeding.
2. Reduce number of officials used in PC if they exceed the number of officials used during the regular season.
3. Look at eliminating play-in games, or otherwise reducing numbers qualifying to regional participation.
4. Review entry fees for regular season tournaments—should colleges use these tournaments as fundraisers at the expense of the participating colleges.
5. The CCCAA Board of Directors sends a letter to new CEO's informing them of existing cost containment measures and plans for the future.
6. The CCCAA Board charges the Management Council to review methods that would reduce travel costs that could include re-conferencing or other methods. The Management Council will provide a recommendation to the CCCAA Board of Directors at the December 2011 meeting of the Board.

Highlighted items (B.5 and B.6.) were approved by the CCCAA Board of Directors on May 27, 2011.

In addition, the Cost Containment Committee also reviewed the December 4, 2009, decisions of the CCCAA Board. The Committee recommends that all items that were not passed or were tabled be referred back to the Management Council for reconsideration and possible recommendations to the CCCAA Board. Item discussed during the May 27, 2011, Board Meeting to include:

Item C. 15 from Cost Containment Meeting Minutes on May 23, 2011

For postconference competition events involving more than two teams, the sport coaches association president will work with the CCCAA office and the Management Council Sport Representative to establish host sites for postconference competition events in order to reduce travel for the majority of teams.

Finance Committee (2009): Does not support. Concern was stated regarding the impact on the colleges that will lose the earned opportunity to host. The Executive Director was requested to put together data from previous year to bring scenario for review—the question of lost concessions income at the host college was also raised.

COA Board (December 4, 2009): It was **MSFAILED** to approve this recommendation. Vote (motion to deny): Yes-12, No-1, Abstain-0

RECOMMENDATION: The Cost Containment Committee recommends that this item be reconsidered by the Management Council for resubmission to the CCCAA Board. (See attached case studies from 2010, prepared by George Mategakis.)

Management Council Chair Dave Evans

Report from Bylaw 3.6 Review Ad Hoc Committee

Interpretation/Intent re: the language of our potential new, temporary legislation is as follows . . .

The only Institutions who can apply to utilize the 10 hrs/wk of practice time are those Institutions who are not offering any sport related classes in the Summer of '11. Per our informal conversations, we think that number is less than 10 schools and, probably, less than 5 schools.

Further, of those 5 or 10 schools (who must apply for this exception through their Conference Commissioner), they are held to the number of hrs/week for practice that is equal to the number of hrs/week of their Summer '10 sport related course offerings. In other words, if they do not have a Summer '11 sport related class, the only way they can utilize this exception is if they had a Summer '10 sport related course offering. Further, they would be held to the number of hrs/week that the Summer '10 class was scheduled, not to exceed 10 hrs per week.

Scenarios:

1. Program has Summer '11 sport related classes: Exception not applicable
2. Program does not have Summer '11 sport related classes and did not have Summer '10 sport related classes: Exception not applicable
3. Program does not have Summer '11 sport related classes but did have Summer '10 sport related classes:
 - a. If Summer '10 sport related classes totaled 10 or less hours per week: Exception would grant exact number of hours per week as offered in Summer '10 (i.e. 6 hrs per week of class time in Summer '10 = 6 hrs per week of practice time in Summer '11)
 - b. If Summer '10 sport related classes totaled 11 or more hours per week: Exception would grant a maximum of 10 hours per week

Request for suspension of Bylaw 3.6.A.

3.6 PHYSICAL EDUCATION CLASSES

Physical education classes designed as off-season conditioning/skill development for intercollegiate athletes which are conducted outside of the normal season of competition are required to meet the criteria listed below. Physical education classes conducted during the summer session must also meet the criteria listed below:

- A. The class is listed in the current college catalog and class schedule and is open to all students. Prerequisites for an advanced class may be established.
- B. The class is limited to the number of hours that are scheduled per week.
- C. No intercollegiate competition is allowed, including "field trips."
- D. Football shoulder pads and helmets shall be used only during the fall sport season.

Supplement C

The field trip code has moved to Title 5, Section 55220.

5 CCR § 55220

Cal. Admin. Code tit. 5, § 55220

Barclays Official California Code of Regulations Currentness

Title 5. Education

Division 6. California Community Colleges

Chapter 6. Curriculum and Instruction

Subchapter 3. Alternative Instructional Methodologies

Full text of all sections at this level Article 2. Excursions and Field Trips

Current selection § 55220. Excursions and Field Trips.

(a) The governing board of a community college district may:

(1) Conduct field trips or excursions in connection with courses of instruction or instructionally-related social, educational, cultural, athletic, or band activities to and from places in the state, or any other state, the District of Columbia, or a foreign country for students enrolled in a college. A field trip or excursion to and from a foreign country may be permitted to familiarize students with the language, history, geography, natural sciences, and other studies relative to the district's course of study for the students.

(2) Engage instructors, supervisors, and other personnel who desire to contribute their services over and above the normal period for which they are employed by the district, if necessary, and provide equipment and supplies for the field trip or excursion.

(3) Transport students, instructors, supervisors or other personnel to and from places in the state, any other state, the District of Columbia, or a foreign country where the excursion or field trip is being conducted. Transportation may be provided by use of district equipment, by contracting with a transportation provider, or by arranging transportation by the use of other equipment. When district equipment is used, the governing board shall secure liability insurance, and if travel is to and from a foreign country, the liability insurance shall be secured from a carrier licensed to transact insurance business in the foreign country.

(4) Provide supervision of students involved in field trips or excursions by academic employees of the district.

(b) No student shall be prevented from taking a field trip or excursion which is integral to the completion of a course because of lack of sufficient funds. To this end the governing board shall coordinate efforts of community service groups to supply funds for students in need of them.

(c) No group shall be permitted to take a field trip or excursion which is integral to the completion of a course if any student who is a member of such an identifiable group will be excluded from participation in the field trip or excursion because of lack of sufficient funds. Nothing in this subdivision or subdivision (b) shall be

construed to prevent a district from offering a study abroad course or program because a particular student or group of students is unable to participate in the course or program due to lack of funds.

(d) Expenses of students participating in a field trip or excursion authorized by this section may not be paid with public funds, except where:

(1) the expenditure is authorized pursuant to subdivision (a); or

(2) funds from a state or federal grant or categorical program are used consistent with the statutory, regulatory or contractual conditions applicable to the expenditure of such funds.

(e) For purposes of subdivision (d), funds of an auxiliary organization duly established pursuant to education Code section 72670 et seq. shall not be considered to be public funds.

(f) Expenses of instructors, chaperons, and other personnel participating in a field trip or excursion authorized by this section may be paid from district funds, and the district may pay from district funds all incidental expenses for the use of district equipment during a field trip or excursion authorized by this section.

(g) The attendance or participation of a student in a field trip or excursion authorized by this section may be claimed for apportionment to the extent that the field trip or excursion is part of a course. However, attendance claimed for apportionment as a result of a field trip or excursion shall be limited to the amount of attendance that would have accrued had the students not been engaged in the field trip or excursion. No more contact hours shall be generated by a field trip or excursion than if the class were held on campus.

(h) All persons making the field trip or excursion shall be deemed to have waived all claims against the district or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion. All adults taking out-of-state field trips or excursions and all parents or guardians of minor students taking out-of-state field trips or excursions shall sign a statement waiving such claims.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Section 70901, Education Code.

HISTORY

1. New article 2 (sections 55220–55222) and section filed 7–17–2007; operative 8–16–2007. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2007, No. 35).

5 CCR § 55220, Previous Term5 CA ADC § 55220 Next Term

This database is current through 1/28/11 Register 2011, No. 4

END OF DOCUMENT

Supplement D

To: CCCAA Management Council and CCCAA Board of Directors

From: Social Media Subcommittee of the Management Council

Request for Approval of Social Media Campaign

ISSUE

California Community College Athletics has long suffered from an inability to effectively communicate the terrific accomplishments of our student athletes, coaches and programs. As the Social Media Subcommittee, we see a prime opportunity to finally get our story to a mass audience. Please find below a general outline of our plan, and consider approving this activity.

ACTION PLAN

We will build and maintain "California Community College Athletics" social media sites. These sites will allow us to quickly, effectively and constantly publish the "Good News" of our programs.

GOALS

- 1) Educate site viewers on California Community College Athletics
- 2) Promote and advocate for California Community College Athletics
- 3) Reconnect with California Community College Athletic alumni
- 4) Create a network of stakeholders (Friends and Followers)

PROPOSED TIMELINE

April 27-present	Social Media Subcommittee begins to build unpublished pages, and plan continued maintenance of the sites.
May-June	CCCAA MC and Board of Directors' Approval of Social Media Subcommittee of Action Plan.
July 1, 2011	Go "Live" with our Social Media sites
July 1, 2011	Email blast to every CCC Athletic Director and Affiliate Organization Presidents requesting them to send our sites to all stakeholders and have them "Friend" or "Follow" those sites.
July 1, 2011-forward	Update these sites constantly with the countless positive happenings in California Community College Athletics. This will include the use of themes, photos and slogans to direct content.

CONTENT RESPONSIBILITY

There will be five authorized administrators of these sites. These five individuals will be responsible for what content is appropriate for publication.