



BOARD OF DIRECTORS
MINUTES

FRIDAY, AUGUST 26, 2011
10:15AM – 2:15PM
Conference Call

A. CALL TO ORDER Tod Burnett, Vice Chair

The meeting was called to order by Vice Chair Tod Burnett, at 10:15AM, and a quorum was established. CCCAA Board of Directors (Board) present:

Tod Burnett, Rosa Carlson, Robert Deegan, James Forkum, Kathryn Jeffery, Linda Lacy, Dale Murray, Pam Walker, and McKinley Williams.

Board members absent: Brian King, Dave Bolt, and Roger Schultz.

Also present were: Carlyle Carter, Debra Wheeler, George Mategakis, Joe Wyse, and Rina Kasim.

B. ADDITIONS TO THE AGENDA Tod Burnett

None.

C. APPROVAL OF THE AGENDA Tod Burnett

There were no additions or amendments to the agenda. It was moved, seconded, and motion carried (**MSC**) to approve the agenda.

D. APPROVAL OF THE MINUTES

It was **MSC** to approve the June 24, 2011, CCCAA Board of Directors meeting minutes as submitted. Meeting minutes are available on the CCCAA website at:

<http://www.cccaasports.org/meeting.asp>

E. PUBLIC COMMENTS

None.

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F. REPORTS

1. **CCCAA Board of Directors Vice Chair Tod Burnett** commented that on behalf of the Board Chair Brian King and himself, he would like to welcome new Board members. He stated that as there will be new challenges coming which will impact the Association, the community colleges, and student athletes, it will be a pleasure to work with each Board member to keep the strength and credibility in the mission and vision of the CCCAA and our student athlete programs throughout the state. He thanked members for serving on the Board.
2. **CCCAA Executive Director of Board of Directors Carlyle Carter**
 - ❖ NCAA Two-Year Transfers Policy: The Association has been working with the NCAA in an attempt to revise a two-year transfer policy; to provide a year of academic readiness for those student athletes who by NCAA standards are considered non-qualifiers and by CCCAA standards are considered in need of remediation. The students would then be allowed to have a year to work on remedial courses while off the eligibility clock. During that year, they would be permitted to practice but would not be permitted to compete. Mr. Carter has communicated with the NCAA Division I key officers in an attempt to submit an amendment-to-an-amendment on a recent proposed legislation to increase the minimum GPA requirement from 2.00 to 2.50 for non-qualifiers. The intended amendment-to-the-amendment would be to increase the GPA requirement to 2.25. The Board recommended sending to the NCAA voting members a letter expressing that an increase GPA to 2.25 would be a more reasonable option.
 - ❖ Cal-PASS: Please see Minutes Committee Reports G.1. Academic and Athletic Standards Review Committee for details.
 - ❖ Online Compliance Exam: A large number of the CCC members have taken the online open book compliance exam. It was noted that the combination of a compliance workshop and the exam has been well received and that the main goal of the exam is to familiarize members with the constitution and bylaws. The CCCAA will continue to solicit feedback from members and make necessary changes on the exam. The Board recommended sending a formal request to the members for evaluation of the online exam.
 - ❖ Cost Containment Adjustment: On June 24, 2011, the Board approved Management Council's cost containment recommendations 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 representatives to establish host sites for postconference competition (PC) events in order to reduce travel for the majority of teams. This approval does not apply to events in which the higher seed is the designated host, and it is only effective for cost containment purposes through June 30, 2014. The Board commended Cross Country for setting an example for the entire state by moving its PC events from Shasta College to College of San Mateo to reduce travel expense. CCCAA will continue to work with the coaches association presidents and colleges to try to find a more centrally located destination for PC events.
 - ❖ Mr. Carter reported that the League's remodeling of the O Street office building was near completion. The CCCAA staff has now returned to their office space. It was noted that the annual publications including directory, Constitution and Bylaws, and

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Championship Handbook along with the CCC Student Athletes Academic Performance Report have been mailed out to the membership.

3. CCCAA Management Council (MC) Jim Forkum

- ❖ MC Retreat: The retreat was held on July 20 and 21, 2011, at the Pacific Palms Resort and was well attended. During the retreat, the MC discussed the following items:
 - = MC vacancies: The nominee for wrestling representative is West Hills College Lemoore Athletic Director Bob Clement and the nominee for the CCC Coaches Association representative is Yuba College Dean of PE/Athletics Rod Beilby.
 - = Contact hours: This topic is in regards to how many hours per week coaches may have contact with student athletes during Summer 2011. An accommodation was made for those colleges that had previously offered sport related PE in the summer and due to reduction in class offerings by the College have lost that opportunity. There is a prescribed process for colleges under this reduction to apply for a “waiver” through their respective Conference Commissioner. The MC, through its Bylaw 3.6 Contact Hours Ad Hoc Committee, will continue to discuss this issue and provide recommendation to the Board at a later date.
 - = Professional standards for athletic directors: The CCC Athletic Directors Association will provide the MC with a list of standards for further review before final submission to the Board.
 - = Cal-PASS SMART tool review: The MC saw tremendous potential of the Cal-PASS SMART tool’s capabilities and is looking forward to learning how to best use the tool.
 - = Transgender equal opportunity: The MC recognizes the emerging equal opportunity issues related to transgender students. The Competition Committee has been charged with the responsibility of drafting legislation in regard to transgender competition.
 - = Statewide statistics: The MC is working on establishing a standardized platform for statewide statistics to improve consistency and to generate savings.
- ❖ MC Committees Reports
 - = Postconference Competition Review Committee will review its membership structure to ensure that there is no duplication when compared to the Competition Committee.
 - = The Gender Equity Committee will select its new chair at the CCCAA Fall Meeting. Cypress College PE Division Chair/Athletic Director Diane Henry, Long Beach City College Interim Dean Student Affairs/Kinesiology/Athletics Connie Sears, and Santa Barbara City College Associate Athletic Director Ellen O’Connor spent a considerable amount of time this summer to review all of the Form R4s received last November, and they provided each college with comments and suggestions on how to fill out the form more accurately and effectively. MC Chair Forkum thanked them for their time and effort. The Committee will be coming forward with changes and revisions for the Form R4. It was noted that a number of colleges had invited San Francisco OCR attorney Zach Pelchat to conduct Title IX workshops and Los Rios CCD colleges will go through a Title IX review with Pam Gill-Fisher’s (UC Davis) assistance.
 - = The Branding Committee continues to work on improving CCCAA brand.

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- = The Key Performance Indicator Committee is working to develop a spreadsheet that will contain performance indicators, such as number of scholarships received, which are not provided through the SMART tool.
- = The Bylaw 2 Review Ad Hoc Committee has completed its assigned task and will be disbanded.
- = The Social Networking Committee has started a Facebook page under the name of California Community College Athletics. It was noted that special recognition to community involvements will be posted on both Facebook and CCCAA sites.
- ❖ MC Goals for 2011-12
 - = Measure successful completion and transferring student athlete rates.
 - = Award academic and athletic achievement.
 - = Monitor compliance efforts by member institutions.
 - = Develop a set of guidelines for ethical conduct for athletes, coaches, and athletic administrators.
 - = Monitor participant diversity.
- ❖ Upcoming Discussions for CCCAA Fall Meeting
 - = Improve working relationship with the CCC Physical Educators with DeAnza College Dean of PE/Athletics Rich Schroeder as its new president.
 - = Review the NCAA readiness proposal and the 2.50 GPA requirement. It was noted that MC Chair Forkum is currently serving on the National Association of Collegiate Directors of Athletics (NACDA) Executive Board representing regions 7 and 8 in the west.
 - = The CCC Athletic Directors Association will review re-conferencing and come forward with recommendations to the MC.
- ❖ Special Recognitions: MC Chair Forkum stated his appreciation to past MC Chair Dave Evan for his great services during the past two years serving on the MC. He thanked past Board Chair Jackie Fisher and other Board members who ended their terms in June 2011. He welcomes new Board members and is excited and ready to serve on the Board. He also thanked Executive Director Carter and the CCCAA staff for their hard work.

G. COMMITTEE REPORTS

1. Academic and Athletic Standards Review Committee

The CCC Student Athletes Academic Performance Report is ready and available for members to review. It has been mailed to all CCC athletic directors, presidents, and chancellors with athletic programs. It was also being distributed to the CCC Board of Governors and CCC Chancellor's Office. Feedback is welcome. It was noted that the public release of the statewide report does not include college-by-college data; it only contains statewide averages. Each college will have access to its student athlete and nonstudent athlete data and shall designate an institutional representative as the authorized user. It was also noted that colleges can authorized additional users through contact with Cal-PASS. The CCCAA office will have access to individual college data. The Committee will review the report, develop a public

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release package from it, and present the public release package at the CCCAA Fall Meeting. The Board recommended that the CCCAA present the public release of the statewide report at the Board of Governors Meeting.

2. **Awards Committee** Chair Pam Walker reported that the Committee will be reviewing the scholar athlete award, scholar team award, and sports hall of fame nominations this fall.

3. **Finance Committee**

The Committee has not met since the last Board meeting. The CCCAA office issued the annual dues invoice in July and the payments have been coming in at a better rate than the previous year. Executive Director Carter has asked the League to review and reassess the charges of fiscal services provided by the League. It was noted that Mt. San Jacinto Superintendent/President Roger Schultz has been appointed to serve as the new chair on the Committee. MC Chair Forkum has also been appointed to serve on the Committee.

4. **Constitution Committee** Chair Rosa Carlson reported that the Committee had discussed and reviewed Bylaw 1.13 (club definition) and Bylaw 1.10.1 (residency) to provide better clarification.
5. **Policy Committee** Chair Dale Murray reported that there are two vacancies to fill on the Committee. MC Chair Forkum will come forward with recommendations at a later date.
6. **Cost Containment Committee** Chair McKinley Williams had no report. The Committee plans to have a meeting before the next Board meeting.

H. ACTION ITEMS

1. **Request for Sports Augmentation Funds from Santa Rosa Junior College for Wrestling Championship**

It was recommended that the Finance Committee review this request.

2. **Review of Committee Roster**

- a. **Board of Directors Membership**

It was **MSC** to approve the appointment of Shasta College Superintendent/President Joe Wyse to serve as the Golden Valley Conference representative and Glendale College Superintendent/President Dawn Lindsay to serve as the Western State Conference representative on the CCCAA Board.

- b. **Board Committee Membership**

It was **MSC** to approve the appointment of Coast Conference Commissioner Dale Murray to serve as the chair on the Policy Committee. It was noted that Palomar College President Robert Deegan has been appointed to serve as the chair of the Appeals Board.

- c. **Management Council Membership**

It was **MSC** to approve the appointment of Yuba College Dean of PE/Athletics Rod Beilby to serve as CCC Coaches Association representative and West Hills College Lemoore Athletic Director Bob Clement to serve as wrestling representative on the Management Council.

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I. ADDITIONAL BUSINESS

1. Discussion on 2011-12 Board Goals

Discussion on the 2011-12 Board Goals will occur at the Board meeting in October.

2. Program Review Recommendation from Policy Committee

The Policy Committee is charged with the task to try to pair the accreditation schedule with the program review schedule. The Committee will bring its recommendations to the Board.

3. Definition/Parameter of Extenuating Circumstances (see Bylaw 1.8.2)

The Constitution Committee will review Bylaw 1.8.2. and assist Appeals Board with regard to deliberation of extenuating circumstances.

J. FUTURE MEETING DATES

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) –TBA, Sacramento

K. ANNOUNCEMENTS

At the July MC Retreat, the MC approved the establishment of a \$100 fee per member institution to help defray some costs associated with the CCCAA Fall Meeting.

L. FUTURE AGENDA ITEMS for the October Board Meeting

- ❖ 2011-12 Board Goals
- ❖ Program Review Recommendations from the Policy Committee
- ❖ Definition/Parameter of Extenuating Circumstances (see Bylaw 1.8.2) Review by the Constitution Committee
- ❖ Policy Committee Membership

M. ADJOURNMENT

The meeting was adjourned at 12:40PM.

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

Prepared by Rina Kasim, Executive Assistant