



# COMMISSION ON ATHLETICS BOARD

## MINUTES

OCTOBER 17, 2008

*Crowne Plaza, Burlingame*  
*8:00AM – 10:00AM*

**A. CALL TO ORDER ..... Kathleen Hodge, Chair**

The meeting was called to order by Chair Kathleen Hodge at 08:06AM.

Board Members Present:

Dave Bolt, Robin Calote, Rosa Carlson, Robert Deegan, Thomas Fallo, Jackie Fisher, Sr., Gary Lewis, Tony Lipold, Richard Rose, and Pamela Walker.

Unable to attend: Brian King, Ned Doffoney, Logan McKechnie, and McKinley Williams.

Others Present: Carlyle Carter, Debra Wheeler, and Rina Kasim.

**B. ADDITIONS TO AGENDA..... Kathleen Hodge**

❖ Addition of agenda item I.1. Wrestling's request for Fullerton Open.

It was moved, seconded, and motion carried (MSC) to approve the addition to the agenda.

**C. APPROVAL OF MINUTES of September 5, 2008 ..... Kathleen Hodge**

It was MSC to approve the September 5, 2008, Board meeting minutes. Meeting minutes are available on the COA website at <http://www.coasports.org/meeting.asp>

**D. PUBLIC COMMENTS**

There was no public comment.

**E. REPORTS**

1. **COA Board Chair Kathleen Hodge** gave her compliments to COA staff for their work at the conference. She reported that the COA Board has set goals for the 2008-09 academic year. Areas of emphases include:

❖ Academic standards and reform using a system-wide reporting program to evaluate progress of student athletes;

❖ Implementation of Title IX Compliance. Effective August 1, 2009 Per COA Constitution and Bylaws, all members are to be in compliance with Title IX to be considered members of good standing (Article 1.5.4.G);

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- ❖ The Finance Committee will propose revision of Bylaw 8 to reflect best accounting practices;
- ❖ Analysis of COA staff compensation;
- ❖ Review of Rules Compliance and identification of member college staff responsible for same;
- ❖ Evaluation of the limitations and successes of the Southern California Football Association (SCFA).

COA Board Chair Kathleen Hodge has been appointed by American Association of Community Colleges (AACC) Executive Director George Boggs to sit on the NCAA Two-year Relations Committee.

The Board is aware of the threatening impact of state and national economic conditions to the colleges and student athletes. Some considerations have been framed to ensure that every member college can compete, be protected, and still host postseason events. The Board asked Management Council to present several *cost containment* scenarios and recommendations by early February 2009 for possible implementation for the 2009-10 academic year.

### 2. **Executive Director Carlyle Carter** reported the following topics:

- ❖ **COA Staffing:** The COA is in the process of filling the CCCAA Director of Championships position. A significant pool of candidates has been narrowed down to six potential individuals. The interviews will take place on October 20 and 21, 2008.
- ❖ **Organizational Cohesion:** There is a continuous effort from the Association to reach out to and narrow the gap with 4CA and all other affiliate organizations. This body (COA), as well as the Association, is in fact one organization working on behalf of all of our affiliate organizations.
- ❖ **CCCAA Championship Handbook:** The Championship Handbook contains all PC information needed in one document for all participating institutions, those who are hosting, and those assisting in the operation. Every athletic director was sent a copy of the handbook this summer. COA Executive Director thanked Director of Championships Debra Wheeler for putting together the handbook and 4CA Presidents along with members within their organizations for reviewing the draft and proposed changes. He also pointed out that the handbook is a living document, so change is expected.
- ❖ **California Community College Athletic Association (CCCAA):** The official name of all events, whether it is regional or championships, must contain CCCAA. As the Association is moving forward, there is further need to recognize the CCCAA as the governing body that is responsible for operational oversight of community colleges athletics within the state of California.
- ❖ **Sponsorship:** COA/CCCAA continues to work with affiliate organizations and outside groups to acquire sponsorship. Executive Director Carter noted that it is an ongoing effort to gain sponsorship and financial assistance for postconference events as well as for our conferences. He also stressed that it is very difficult being a membership-driven, dues-paying organization; especially during difficult financial times. The Board had asked Executive Director Carter to inform all institutions that dues would not increase this year.

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- ❖ Compliance Effort: The roles of Conference Commissioners are extremely valuable. Mr. Carter extended his gratitude and thanks to the Commissioners.
  - ❖ Form 3: Executive Director Carter reminded colleges to submit their Form 3s before the deadline and to ensure information inputted is accurate. Colleges are encouraged to contact their commissioners and/or COA office for information on the Form 3. Penalties will be incurred for failure to submit the Form 3s on time.
  - ❖ Infraction Report: COA/CCCAA office has talked to and worked with the conference commissioners since this summer on how to assess penalties. They are in the process of determining how to report those who are not in compliance to the membership.
  - ❖ R1 and R2 Forms: There are fewer colleges that submitted the R1 and R2 forms late this year in comparison to last year. The Association recognizes that the deadline stated on Form R2 is not clear. However, email reminders were sent out, and the deadline was also posted on the website.
  - ❖ Agreement with the American Football Alumni: An agreement has been formed on a trial basis to enhance the CCCAA football state championship. A report of the outcome will be presented at the COA Board Meeting in February 2009.
3. **Management Council Chair Tony Lipold** reported the following topics:
- ❖ Following the discussions of Management Council during the April meeting, several committees of the Management Council have pursued and worked on issues such as Title IX/Gender Equity, the legislative calendar, statewide recruiting, conferencing, and academic reform. Reports from these focus groups were presented at the Management Council orientation and planning session on Wednesday, October 15, 2008, with 100 percent in attendance. In addition, the Management Council Sports Representatives meeting with the 4CA Presidents was also very well attended with good dialogue.
  - ❖ Management Council Chair Lipold commended Skyline College Athletic Director Joe Morello and his staff for doing a great job at the Wednesday workshop, “Student Athlete: from Recruitment to Final Clearance.” The workshop was very beneficial to our members.
  - ❖ Chair Lipold also recognized Management Council members for their commitment to their sports and to the CCCAA. He thanked them for their hard work and participation at the meetings and championship events.
  - ❖ Chair Lipold also thanked COA/CCCAA staff for organizing all of the COA/CCCAA fall conference events.
  - ❖ Last, Chair Lipold commended Gender Equity Committee Chair Diane Henry for her work. Some legislation will be brought forward in the spring in hopes that they will help bring the membership into better compliance with Title IX. He also noted that Valerie Bonnette’s workshop on Title IX had really clarified some of the compliance issues colleges currently have.

### F. COMMITTEE REPORTS

1. **Academic and Athletic Standards Review Committee Chair Dave Bolt** reported that the Committee had a very productive meeting through CCC Confer. The meeting focused mainly on providing background history (by COA Executive Director Carlyle Carter and

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Feather River College Dean of Instruction Michael Bagley) and the rationale for establishing the Committee. Chair Bolt stated that some colleges, such as Palomar, had done preliminary work in the past on the same topic in regards to assessing student athlete academic performance. The Committee planned to use these previous reports as models in developing a template for gathering information Association-wide. The Committee realized that colleges have different MIS reporting systems (Datatel, PeopleSoft, or Banner) and planned to design a new data-collecting method. The Committee is exploring the possibility of conducting a pilot study utilizing data from committee member colleges. Further investigation is required to determine if universal sport codes can be added to databases in an attempt to identify student-athletes by sport.

2. **Awards Committee Chair Pamela Walker** reported that the award nominations have gone to the conference commissioners and should have been mailed to the COA Office by October 15. The Committee has been working hard to process and select award winners from a pool of very fine student athletes.
3. **Finance Committee Thomas Fallo** reported that although the projected earnings will not be as robust as predicted earlier this year, finances are fine since last reported. The Association has a considerable certificate of deposit, principally secured.
4. **Constitution Committee Chair Jackie Fisher, Sr.**, reported that the Constitution Committee met via teleconference during the previous month to review all proposed policy and operational items. There was some modification of the language without making significant changes. Management Council has reviewed the Constitution Committee's recommendations.
5. **Policy Committee.** There was no report from the Policy Committee.

### G. LEGISLATION

#### 1. Policy Items

##### Policy Items a-g: Items in 1<sup>st</sup> Reading (*Information*)

- a. ~~P-1-F08, 1<sup>st</sup> Reading, Bylaw 1.15.8: Removes team forfeitures because due to student athletes' participation of on outside teams. Withdrawn by originator 10/16/08~~
- b. **P-2-F08, 1<sup>st</sup> Reading**, Bylaw 2.3.A-B: Allows all CCCs statewide recruiting. (*Yes: 1 No: 10 Abstain: 0 FAILED*)
- c. **P-3-F08, 1<sup>st</sup> Reading**, 3.17: Permits intra-squad games as part of allowable nontraditional scrimmages. (*Yes: 10 No: 1 Abstain: 0 PASSED*)
- d. **P-4-F08, 1<sup>st</sup> Reading**, Bylaw 3.17, Baseball: Adds January 2-January 14 window to nontraditional season. (*Yes: 0 No: 10 Abstain: 1 FAILED*)
- e. **P-5-F08, 1<sup>st</sup> Reading**, Bylaw 3.17, Cross Country: Provides one date during July-August 14 for nontraditional season. (*Yes: 9 No: 2 Abstain: 0 PASSED as amended*)
- f. **P-6-F08, 1<sup>st</sup> Reading**, Bylaw 4.3.3: Requires statistician at all games using Stat Crew. (*Yes: 11 No: 0 Abstain: 0 PASSED – Board requests amendments to address concerns regarding term “qualified” [prefer “trained”] and “required”*)
- g. **P-7-F08, 1<sup>st</sup> Reading**, Bylaw 4.4: Decorum rule rewrite to include clarification between disqualification and ejection. (*Yes: 11 No: 0 Abstain: 0 PASSED as amended in Bylaw 4.7*)

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### Policy Items h-l: Emergency (*Action items require ¾ vote to approve*)

- h. **P-8-F08**, *Emergency*, Bylaw 1.8.1: Returns responsibility of injury/illness consideration to conference where injury/illness occurred. (*PASSED as amended*)
- i. **P-9-F08**, *Emergency*, Bylaw 1.8.2: New section permits eligibility waiver requests based upon extenuating circumstances due to no fault of the student athlete. (*PASSED*)
- j. **P-10-F08**, *Emergency*, Bylaw 2.5.2: Provides colleges with smaller enrollments the opportunity to qualify for application for an out-of-state recruiting waiver. (*PASSED*)
- k. **P-11-F08**, *Emergency*, Bylaw 9.3.1 and 3.5.1: Moves 9.3.1 to 3.6.1 and makes student athlete physicals mandatory before participation (practice or competition) in the traditional season of sport. (*PASSED*)
- l. **P-12-F08**, *Emergency*, Bylaw 3.17, Track & Field: Provides two dates for the nontraditional season: Two dates during October-November, plus one date in January. (*PASSED as amended*)

### 2. Operational Items a-ad (*Emergency items require ¾ vote to approve*)

*The Board accepted the Management Council Chair Tony Lipold's report of Management Council actions on the following operational items:*

- a. **O-1-F08**, *Emergency*, Baseball Championship Handbook 1.3.2.A-B: Changes game times for consistency and better gate. (*PASSED as amended*)
- b. **O-2-F08**, *Emergency*, Baseball Championship Handbook 1.3.3.A-D: Changes game times to benefit traveling teams, provides times for night games. (*PASSED*)
- c. **O-3-F08**, *Emergency*, Baseball Championship Handbook 4.3.D.2.c: Promotes use of all criteria for all seeded teams. (*PASSED*)
- d. **O-4-F08**, *Emergency*, Baseball Championship Handbook 2.2.2.1: Limits selection eligibility of at-large teams to top five in each conference. (*FAILED*)
- e. **O-5-F08**, *Emergency*, Baseball Championship Handbook 2.2.2.3: Changes RPI multiplier (number of games played). (*PASSED*)
- f. **O-6-F08**, *Emergency*, Baseball Championship Handbook 3.1.5: Adds language regarding CCCBCA postconference recognition awards, and requires use of Stat Crew for eligibility of CCCBCA awards. (*PASSED*)
- g. **O-7-F08**, *Emergency*, Baseball Championship Handbook 4.12.A: Clarifies host/home/visiting team designations. (*PASSED*)
- h. **O-8-F08**, Bylaw 3.14.C Basketball: Allows four-team or six-team pool play to aide tournaments where colleges pull out, leaving host with less than full field. (*PASSED as amended*)
- i. **O-9-F08**, *Emergency*, Basketball Championship Handbook 2.3.2.1 (Men's): Adds and defines RPI as a non-ranked criterion to be used by the seeding committee. (*PASSED*)
- j. **O-10-F08**, *Emergency*, Basketball Championship Handbook 2.3.2.2.B (Men's): Allows CCCMBCA Executive Board-approved designee to chair seeding meeting. (*PASSED*)

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- k. **O-11-F08**, *Emergency*, Basketball Championship Handbook 4.3.2.4.A (Men's): Allows CCCMBCA Executive Board-approved designee to assign officials to quarterfinals. (*PASSED*)
- l. **O-12-F08**, *Emergency*, Basketball Championship Handbook 1.3.1.1 (Women's): Adds play-off procedures to address late or "no show" teams. (*FAILED*)
- m. **O-13-F08**, *Emergency*, Basketball Championship Handbook 2.2.1 (Women's): Applies "40% to regional PC" limit regionally, rather than statewide; i.e. if one region has a greater number of teams it will have a greater number of teams (40% of that region) participating in PC, while the region with a lesser number of teams will have a lesser number of teams (40% of that region) participating in PC. (*FAILED*)
- n. **O-14-F08**, *Emergency*, Basketball Championship Handbook 4.3.2.1.B-F (Women's): Simplifies officials' assignment process and helps coaches providing input. (*PASSED*)
- o. **O-15-F08**, Cross Country Championship Handbook 1.5.1.1: Provides conference rotation for hosting Southern California regionals. (*PASSED*)
- p. **O-16-F08**, Cross Country Championship Handbook 2.3.2.2: Southern California regional individual qualifiers. (*PASSED*)
- q. **O-17-F08**, Cross Country Championship Handbook 2.3.2.3: Southern California regionals, limits number of entries from each team to ten and number of competitors to seven. (*PASSED*)
- r. **O-18-F08**, Bylaw 6.8.3.C.2.a and Cross Country Championship Handbook 4.5.1.B.1: Southern California regionals, defines entry fees for individual entries. (*PASSED as amended*)
- s. **O-19-F08**, Bylaw 4.5 and Cross Country Championship Handbook 4.15.1: Southern California regionals, provides exceptions to NCAA rules, according to current practice. (*PASSED*)
- t. ~~**O-20-F08**, Softball Championship Handbook 2.3.E: Adds subjective component to seeding criteria. Withdrawn by originator 9/15/08~~
- u. **O-21-F08**, *Emergency*, Tennis Championship Handbook 1.2.1: Standardizes the regional dates statewide. (*PASSED*)
- v. **O-22-F08**, *Emergency*, Track & Field Championship Handbook 1.4.1: Southern California regionals, stipulates that a final event may be changed to the date of the trials if approved by the Regional Committee, and that competition schedules shall be reviewed for acceptance at the December regional meeting. (*PASSED*)
- w. **O-23-F08**, *Emergency*, Track & Field Championship Handbook 1.5.2.3.1: Southern California regionals, provides conference rotation for hosting assignments and host bid procedures. (*PASSED*)
- x. **O-24-F08**, *Emergency*, Track & Field Championship Handbook 2.3.2.1: Northern California regionals, provides entry guidelines. (*PASSED*)
- y. **O-25-F08**, *Emergency*, Track & Field Championship Handbook 2.3.2.2.1-4: Provides qualifying standards and procedures for Southern California regionals. (*PASSED as amended*)

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- z. ~~O-26A-F08, Track & Field Championship Handbook 2.3.3: Conflicting legislation regarding CCCAA Track & Field State Championship qualifying procedures. Withdrawn by originator 8/15/08~~
- aa. ~~O-26B-F08, Track & Field Championship Handbook 2.3.3: Conflicting legislation regarding CCCAA Track & Field State Championship qualifying procedures. Withdrawn by originator 8/15/08~~
- ab. **O-27-F08**, Bylaw 6.8.3.C.2.a and Track & Field Championship Handbook 4.5.1.B.2: Southern California regionals, defines entry fees for individual entries. (*PASSED*)
- ac. **O-28-F08**, Track & Field Championship Handbook 4.14: Southern California regionals, provides scoring information for combined events, as well as for ties in field events. (*PASSED*)
- ad. **O-29-F08**, Bylaw 4.2.12 and Track & Field Championship Handbook 4.2.12: Southern California regionals, adds rules for meet management (wind gauge requirement) and competitors (bib number requirements). (*PASSED*)

**H. OLD BUSINESS..... Carlyle Carter**

- 1. CCCAA Football Championship Contract with American Football Alumni  
The CCCAA has entered into an agreement with the American Football Alumni. The one-year trial will be evaluated with a report due back to the Board at the February meeting.

**I. NEW BUSINESS**

- 1. Wrestling's request for Fullerton Open.  
It was **MSC** to approve the request for a waiver of the start of competition date in order to permit participation in the Fullerton Open wrestling tournament, which is a one-day event.

**J. ANNOUNCEMENTS - None.....**

**K. FUTURE MEETING DATES**

- 1. February 18, 2009                      Board Meeting/ACCCA Conference, Westin Hotel, San Diego (10:00AM-2:00PM) Note: changed to conference call
- 2. March 31 – April 3, 2009              COA/CCCAA Convention, Doubletree Hotel, Ontario  
April 3, 2009                                  Board Meeting: Doubletree Hotel, Ontario (8:00AM-10:30AM)
- 3. June 18, 2009                              Board Meeting: COA Office, Sacramento (10:15AM-2:15PM)

**L. ADJOURNMENT - The meeting was adjourned at 9:36AM.**

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Carlyle Carter  
COA Executive Director

*Prepared by Rina Kasim, Executive Assistant*