



## **MANAGEMENT COUNCIL**

### **TELECONFERENCE MINUTES**

*May 10 and May 17, 2011*

- A. The May 10, 2011, Management Council Teleconference was called to order by Chair Dave Evans at 1:00PM. Those able to participate for all or part of the teleconference included: Chair Dave Evans, Vice Chair Jim Forkum, Jeanne Calamar, Newton Chelette, Howard Davis, Albert Gasparian, Jerry Hannula, Joe Jennum, Gary Kollenborn, Dyan Miller, Len Mohny, Paul Moore, Rory Natividad, Ellen O'Connor, Ricardo Perez, Javier Renteria, Kulwant Singh, Jim Spillers, Andreas Wolf. Also in attendance were McKinley Williams, Christine Worsely, Carlyle Carter and Debra Wheeler. Unable to attend were Mitch Campbell, Debbie Cavion, Terry Coblentz, Mark Gritton, Clara Lowden, Kathy McGinnis, Connie Sears, and Michael Wilding.

The May 17, 2011, Management Council Teleconference was called to order by Chair Dave Evans at 8:00AM. Those able to participate for all or part of the teleconference included: Chair Dave Evans, Vice Chair Jim Forkum, Jeanne Calamar, Mitch Campbell, Debbie Cavion, Howard Davis, Albert Gasparian, Mark Gritton, Joe Jennum, Gary Kollenborn, Clara Lowden, Dyan Miller, Len Mohny, Paul Moore, Ellen O'Connor, Connie Sears, Kulwant Singh, Jim Spillers, and Susan Yates. Also in attendance were: McKinley Williams, Christine Worsely, Carlyle Carter, and Debra Wheeler. Unable to attend were: Newton Chelette, Terry Coblentz, Jerry Hannula, Kathy McGinnis, Rory Natividad, Ricardo Perez, Javier Renteria, Michael Wilding, and Andreas Wolf

- B. Purpose of Teleconference

The purposed of the teleconference was to hear reports from Management Council committees and the Action Ad Hoc Committee and to develop recommendations for the CCCAA Cost Containment Committee and CCCAA Board.

### C. Action Plan Ad Hoc Committee Report

Christine Worsely presented a report of the results of the cost containment survey completed by the Action Plan Ad Hoc Committee. The survey gave ADs the opportunity to provide their input to build an understanding of what the membership feels is important. Eighty-five colleges responded to the survey. Following is the Committee's Report:

The following summary is based on an approximate 80%+ response from the membership administration and coaches groups:

1. Scope of Survey Questions:

The survey questions focused on cost containment issues each college athletic department is facing and the decisions athletic directors are being forced to make. This report will reflect the results and data-trends that emerged from two memberships groups; athletic directors/deans and the presidents of each sport coaches group.

The scope of the questions focused on two things. First, what cost containment decisions have already been made or are being considered at your college. Second, what cost containment items would you support as a statewide measure from the CCCAA management committees to move forward.

2. What cost containment measures are being made/considered on college campuses?

The survey revealed that 93% of the colleges' athletic departments are being impacted by budget reductions within a wide spectrum of means:

- 80%—Decrease in operation budgets
- 71%—Decrease in number of NTS (non-traditional season) classes
- 68%—Decrease in travel budgets
- 66%—Decrease in part-time staff
- 53%—Limiting roster sizes for teams
- 34%—Suspending athletic programs
- 30%—Decreasing the number of games/contests for next year

Of the 34% of schools looking to suspend athletic programs the top five Men's programs being considered are:

- 26%—Baseball
- 23%—Men's Soccer
- 18%—Men's Basketball
- 18%—Men's Golf
- 18%—Men's Tennis
- 21%—Unknown which men's athletic programs are under review
- 13%—No Men's programs are under review

Of the 34% of schools looking to suspend athletic programs the top six Women's programs (4 way tie) being considered are:

- 18%—Women's Water Polo
- 15%—Women's Track and Field
- 12%—Women's Basketball
- 12%—Women's Cross Country
- 12%—Women's Swim/Dive
- 12%—Women's Volleyball
- 21%—Unknown which women's programs are under review
- 30%—No Women's programs are under review

3. Cost containment options/recommendations that college athletic directors and coaches would support if moved forward by the CCCAA Management Council:

Athletic Directors Response:

- 65%—Standardize out of season conditioning-class contact hours/format
- 57%—Restructure format for post conference competition

50%–Limit sport roster sizes  
47%–Decrease number of allowable contests for all sports  
20%–Temporarily suspend CCCAA sport sanctioning of selected athletic programs.

Coaches Responses:

68%–Standardize out of season conditioning class contact hours/format  
50%–Reformat conference contest schedules (tournaments or double-headers to save on travel expenses)  
25%–Restructure format for post conference competition  
25%–Limit sport roster sizes  
17%–Decrease number of allowable contests for all sports  
8%–Travel with multiple sports to the same college for competition  
0%–Temporarily suspend CCCAA sport sanctioning of selected athletic programs.

\*58% of sport coaches association's have implemented additional cost containment measures outside of the CCCAA Cost Containment Committee guidelines. 42% of the coaches associations have not.

4. Comment Box Data:

The Athletic Directors and Sport Coaches Association Presidents were given the ability to comment and give further information in regard to cost containment strategies that have been considered or would be supported if considered by the Management Council/Cost Containment Committee. Due to the large number of written comments and the spectrum of the responses, it was best to highlight specific "similar trend" comments that emerged as suggestions from both membership groups. There is a large support for a statewide cost containment approach, so that colleges are not dealing with this problem in isolation. The consensus feels that "top down" decisions will enable colleges the ability to keep a level playing field across the state while meeting the demands of cost containment.

Based on the responses, both groups are in favor of additional cost containment guidelines that:

- a. Affect all colleges equally
- b. Pertain to the true budgetary issues plaguing athletic departments
- c. Affect the operational budgets of the athletic department directly

Comment Synopsis:

In Season and Non Traditional Season classes: This seems to be the top priority of the Athletic Directors in regard to the survey responses. Athletic Directors/Deans have indicated that these are the classes most targeted for athletics by budget reductions. There is a common request that these classes be standardized statewide to provide an even playing field for all colleges. There are some colleges eliminating summer school, which is creating non-sanctioned solutions by athletic departments to implement NTS for athletic programs. Other comments including standardizing the FTEF associated with NTS to help alleviate the schedule reductions occurring on each campus with the workload reduction.

Several of the coaches associations have discussed the elimination of NTS, and in some cases specific to summer months.

The ad hoc Action Plan Committee discussed this topic at length, and it is clearly the top item colleges are asking for statewide sanctioning to occur. The course offerings vary so much on each campus and the membership is asking for the Management Council to outline a clear annual curriculum compliance plan for in-season and NTS. The recommendations from the membership range from elimination/suspension of NTS to only allowing one class in-season and one class for NTS. Other comments included allowing coaches to meet with athletes outside of class time.

Post Conference Format Evaluation and Restructure: The range of discussion on this topic also traveled the spectrum. Athletic Directors comments included the following:

- "The easiest way to cut costs is to cut contests and restructure post season competition"
- "I do not know if we need a state champion. We could eliminate cost by just having a north champion and a south champion."
- "Post Season Competition 'temporary' reduction consideration"
- "Post season should be scheduled with minimal travel"
- "Cutting contests, North/South Championships"
- "Post-conference TOO much money for state championships"

25% of the Coaches Association presidents would consider a restructured format for post conference.

The ad hoc Action Plan Committee felt that there needed to be a detailed review of how PC is run for each sport. There are specific fiscal disadvantages to certain colleges and regions and these need to be identified, discussed and possibly changed to better promote fair cost containment for all participating colleges. Items such as travel, non-standardized tournament fees, and number of teams accepted into the PC tournament were identified as items to analyze and possibly change.

Regular Season Schedule and Event Management: There were several items that consistently emerged and fostered support for evaluation by the Management Council: (all of these responses had multiple comments from AD's)

- "Men's and Women's golf in the same season"
- "Limit distance and overnight stays for non-conference. Suspend RPI for a few seasons til we get through budget crunch"
- "Schedule double headers when possible"
- "Reduce number of officials for football, Men's and Women's Basketball"
- "How about reducing number of officials for basketball from 3 to 2. This would save about \$5,000 for schools that offer both sports. Same could be done for all sports with multiple officials."
- "Limit travel roster size, basketball season is too long"
- "Maybe some CCCAA mandated measures for everyone (say a 20% cut in # of contests for all sports, state roster limits, etc) would keep things more even statewide."
- "Eliminate overnights during the regular season."
- "Have people reduce contests, play all or the vast majority of contests in their conference, eliminate power rating in the determination of post season, eliminate NTS and offer regionalized championships in a division structure."

Coaches results indicate that they are beginning to have phone meetings or during tournaments to help offset costs and would support an organized effort to outline more CCC Confer meetings. They did indicate some support for decreasing number of basketball officials from 3 to 2. The coaches committees did outline specific cost containment items they instituted independently, which is outlined in the Survey results.

Roster Size Reduction and Suspension of Athletic Teams: The comments/suggestions, in regard to standardized roster sizes, were more in line with supportive statements. 50% of the membership would welcome this effort to help offset budget issues. Predominately the cost issues are around travel, so most statements of support indicated to standardize "travel rosters" for each sport.

The suspension/elimination of programs is an emotional topic and generated a variety of input. The following statements outline the spectrum of comments:

- "Only talking about dropping programs"
- "Possible suspension of one or more sports due to lack of FTEF"
- "Baseball and Soccer are non-revenue sports programs and are in the most danger"
- "Still fighting to hold them all. Concerns about Title IX"
- "Total program is under review"
- "Suspending sanctioned sports for females would help in terms of gender equity"
- "Suspension of some CCCAA sponsored sports may be prudent. As mentioned above, we fear for the future of several sports in which we are successful-men's and women's tennis and golf as well as badminton-but in which others struggle to field substantive numbers or high quality participants. But we understand that no matter how successful we are as a department, if we lack colleagues and opponents it won't matter. If all boats rise with the tide, we assume that we will drop with the tide as well."
- "#1- to downsize rather than lose as many programs: work to maintain opportunities for student access to intercollegiate athletics- participation is paramount. (rather than simply winning)"
- "Statewide roster sizes for a decade or more in some sports are clearly sufficient evidence to show that interests and abilities are exceedingly low, then we should not sponsor those sports as a governing body. Football is not an evil entity as some would have us believe, and sports that have a compelling level of interest and ability should be those we serve. A reduction in sports that do not serve sufficient numbers and skills would allow colleges to examine fielding new sports such as women's sand volleyball and lacrosse, as well as men's sports such as volleyball. This would allow colleges the opportunity to field every sponsored sport in both genders without adding expense to our area, meet title IX requirements, and most importantly actually serve our communities."

- "Suspending athletic programs ultimately will result in the permanent loss of the program selected. The elite athlete and academician will get an opportunity to participate on a team at the community college. What about the student athlete we have served in the past? Our mission is to provide opportunity for those who may not have the academic or sports skill set ready to attend a University right out of high school or the young man or woman who needs to mature at the community college building skills and confidence. We hear the extraordinary stories of students who receive a chance at the community college. The sports experience directly affects their success at the community College and in life. For every program cut or combined district wide, will limit the opportunities for potential successful student athletes to become educated, productive individuals in our society."
- "Elimination of Golf and Tennis. These are two lifetime sports and not as expensive as some other sports"

\*\*Multiple colleges outlined that they were not reducing programs this coming year; but if the budget projections were not going to get better, that was being considered for the 2012-13 season.

34% of athletic directors were either considering or supported suspending athletic programs. None of the coaches associations supported this effort.

4. Conclusion:

The intension of the report was to directly reflect the membership's thought's, ideas, and critical needs during this budgetary crisis. The athletic directors did express a uniform support for the Management Council to take a statewide approach in cost containment to aid with the real issues plaguing campuses. Coaches did express that they would also welcome additional streamlining of program management and had indicated that they do discuss cost containment regularly with their membership.

The ad hoc Action Plan Committee would like to thank the Management Council members for taking this information into consideration when discussing recommendations to be moved forward to the Cost Containment Committee.

The core group of individuals involved in the cost containment survey along with other members of governing groups within our organization:

Susan Yates, Fresno City College; Jean Snuggs, American River College; Rory Natividad, El Camino College; Jeanne Calamar, Cosumnes River College; Liz Belyea, Cosumnes River College; Rich Schroeder, DeAnza College; Len Mohny, College of the Canyons; Christine Worsley, Diablo Valley College; Dave Evans, Management Council Chair; Jim Forkum, Incoming Management Council Chair; Carlyle Carter, CCCAA

The Ad Hoc Action Plan Committee noted that there are critical pieces of information gained from the survey. The most critical piece is the support for limiting curriculum during the regular and nontraditional seasons. It was noted that many colleges are defining their spring 2012 courses now.

The Management Council discussed the report. An interpretation of Education Code Section 58162 (175-hour rule) was requested:

§ 58162. Intercollegiate Athletics.

- (a) State apportionment may be claimed for the attendance of students enrolled in approved courses of intercollegiate athletics otherwise eligible for state assistance.
- (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.

The Action Plan Ad Hoc Committee submitted the following recommendations for discussion by the Management Council:

Action Plan Recommendation

*(Per SurveyMonkey results)*

After the emergency Management Council meeting last week, several Action Plan committee members along with other athletic directors had phone conversations about taking the dialog that occurred and developing a structured recommendation that could be vetted this week. The conversation about the survey monkey results brought up many good talking points which warranted a more comprehensive plan that could address immediate cost containment concerns and a long term assessment of the mission of California Community College Athletics.

1. Short Term Immediate Changes to get us through 2011-2012 (and maybe 2013):
  - a. Limiting/Eliminating NTS
  - b. Scaling back PCC
  - c. Limits on squad sizes
  - d. Conference commitments to relook at their conference competition structure- for all sports along with identifying conference level cost containment changes.
2. Long Term Plan:

As a response to both on-going changes within the NCAA and their academic rules/challenges along with their commitment to enhance the academic success rate of 2 year college transfers AND the changed mission of the California Community College (transfer/CTE/basic skills- finisher emphasis); it is the Action Plan Committee's recommendation to look at the need to "overhaul" community college athletics way we do business. Focus of this approach should be centered on student athlete academic success, health and welfare issues, and smart business practices that all colleges can benefit from.

Step 1: Agreement for the need to overhaul and identifying the factors involved.

Step 2: If an agreement is reached, determine who will be the leading person/group, come up with a plan, timelines, reporting methods, etc.

\*The assumption is that this could be a 12-24 month project.

The Action Plan Committee feels that "cost containment", by its name, is truly a short term band aid. Perhaps it will lead us to re-evaluate the longer term and do that as a package, rather than in a piecemeal manner.

Discussion was held regarding the nontraditional season, and it was felt that the Bylaw 3.6 Review Committee would be coming forward with a recommendation to allow practice outside of class schedules. Contact hours are a concern, regardless of whether they are handled with or without classes.

Discussion resulted in the following Management Council recommendations for possible next steps:

- ☛ Review postconference competition on a sport-by-sport basis;
- ☛ Review the numbers of those participating in individual sport postconference competition;
- ☛ Review the continuation of double-elimination postconference competition formats.
- ☛ Ask each sport to recommend a plan to reduce costs by a pre-determined percentage.

- ☛ Consider re-conferencing to save travel costs.
- ☛ Ask coaches associations for recommendations regarding travel size limitations.

There was a consensus that the nontraditional season should not be eliminated.

#### D. Social Networking Committee–Howard Davis

Social Networking Committee members include: Chair Howard Davis, Jason Boggs, Joe Cascio, Kim Ensing, Jim Forkum, Sherry Forkum, Jason Keller, and Kulwant Singh.

It was MSC (unanimous) to approve the following Action Plan of the Social Networking Committee:

##### 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	Obtain 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. (Howard Davis, Jason Boggs, Joe Cascio, Kim Ensing, and Jason Keller)

#### E. Branding Committee Report–Len Mohny

The CCCAA has developed a community service page and some student success pages. The Committee will be looking into YouTube, which is very user-friendly, and is also looking for a spokesperson.

#### F. Competition Committee Report–Jim Forkum

The Competition Committee has approached the leadership of the endangered sports for recommended rules changes which would help to increase their participation numbers. The Committee is currently receiving recommendations, and to date have received the following

recommendations. *These recommendations need to be confirmed and/or finalized by the coaches associations prior to an “official” review of the Competition Committee and prior to the Competition Committee’s development of a final recommendation for the Management Council:*

1. *Cross Country and Track/Field:*

- *Hosted colleges should go into conferences that are geographically closest to them.*
- *Regional meets should occur near the center of the region rather than the extremity. After two years, the rotations will resume where they left off.*
- *Student enhancement funds should be used to reduce or eliminate meet costs and/or entry fees.*
- *Track only: State Championship should be a one-day meet for all events except the 10k, the multi (heptathlon/decathlon), and one of the long throws.*

2. *Golf Coaches:*

- *The coaches are discussing joining the men’s and women’s teams together into one intercollegiate athletics class. There is agreement for one intercollegiate class for both men and women. (One side would like to see both genders continue to play in opposite seasons.)*
- *Reconsider re-leaguing the 21 southern golf programs in to three conferences of seven colleges each based on geography.*
- *Women—Reduce number of matches from 19 to 17.*
- *Eliminate all conference finals. (Which in most cases require overnight stays)*
- *Men—reduce State to a final four and individuals to 24.*

3. *Tennis:*

- *Find a way to make the Ojai Tournament the individual state championship, and the team regional championship.*
- *Eliminate conference and regional championships.*
- *There will be a discussion of the above suggestions at the Coaches Association meeting during the state championship.*

4. *Wrestling unattached wrestlers, weigh-ins the night before at the home campus and other sport recommendations are anticipated.*

G. *Bylaw 3.6 Review Committee*

The Committee has met via teleconferences. Discussions have centered around practices being held under the auspices of a class. What is a just hours-per-week to be working out? How can that be monitored? Immediate concerns about courses cut this summer, eliminating the opportunity for colleges to work out. Recommendation of Committee: Amend 3.6.A to allow practice outside the class, with a 10-hour per week limit.

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Temporary Legislation (valid 6/6 – 8/14/11).

Allowed institutions to hold “practice” from the time period of June 6– August 14, 2011, under the following circumstances:

1. The Institution is not offering summer ‘11 sport-related courses.
2. The Institution did offer summer ‘09 and/or ‘10 sport-related courses.

In that instance, those institutions are allowed to hold “practice” only for the number of hours that the class was scheduled for during the summer of ‘09 and/or ‘10. The total number of hours per week may not exceed 10 hours per week. In addition:

1. No intercollegiate competition is allowed, including “field trips.”
2. Football shoulder pads and helmets shall be used only during the fall sport season.
3. All applicable practice-related bylaws must be adhered to.

To take advantage of this exception, an Institution must formally apply to their Commissioner, including proof of schedules/times, as stated.

Thoughts/Problems?

The suspension of 3.6 (A) would have to be an added, as well, as that solves a completely different problem.

How would this impact eligibility? This will need to be addressed in the transfer rule as well. Review Bylaw 1.15. Need ruling from Constitution Committee.

It was **MSC** (unanimous) to forward the recommendation of the Bylaw 3.6 Committee to the CCCAA Board and request that the Constitution Committee issue an interpretation regarding how this will impact eligibility and transfers.

**H. Key Performance Indicators Committee–**

**CCCAA Strategic Goals 2011/2012**

<b>CCCAA Strategic Goal</b>	<b>Action Steps</b>	<b>Outcomes/ deliverables</b>	<b>Assessment</b>	<b>Timeline</b>	<b>Proposed Lead</b>
1. Award academic and athletic achievement	Collect annual information from all member institutions on academic and athletic achievement of their S/A's  Included in this data will be CCCAA and conference awards.	Spreadsheet developed and populated with data on S/A's	1. Percentage of compliance by member institutions 2. % of transfers reported 3. GPA's reported and compared to non-S/A's 4. % of sports associations that participate.	Annually each June 30	CCCAA/AD's
2. Measure successful completion and transferring student athlete rates	Collect data from member institutions through the CCCAA Student Athlete Success report.	1. Data collected. 2. Data compiled into one spreadsheet. 3. Information made public.	1. Compliance (% complete) 2. Spreadsheet complete 3. Analysis complete	Due annually June 30	CCCADA

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3. Monitor compliance efforts by member institutions with regard to Title IX	Ensure member institutions are compliant with completing/submitted EADA report and Form 4.	1. Publish compliance data	Evaluate comprehensively all member institutions annually	Due annually at spring convention	Management Council
4. Develop a set of guidelines for ethical conduct for athletes, coaches, and athletic administrators.	Assemble committee from Management Council to develop ethical guidelines. Committee to include two (male/female) student athletes. Allow for athletes, coaches, admin. to agree to ethical conduct via survey.	1. Guidelines published and incorporated into Constitution. 2. Institutional support/coaches support	Guidelines complete and published. % compliance for participating and supporting	By the time Form 5 legislation is due? (October 1)	Management Council
5. Monitor participant diversity.	Collect data through CCCAA survey or Cal Pass	Spreadsheet with data	Demographic breakdown to in/out-state, in/out district, gender, ethnicity and other.	Every other June or consistent with Cal Pass collection and reporting segments.	CCCAA

It was MSC to recommend the above Key Performance Indicators matrix to the CCCAA Board.

I. Adjournment

The teleconference was adjourned at 10:32 a.m.

Respectfully submitted

Debra Wheeler  
CCCAA Director of Membership Services